

Department Approval Form – Global Course Connections (GCC)

The Center for Global and Intercultural Study (CGIS) administers 3-4 week study abroad programs led by an LSA faculty member. These programs, known as Global Course Connections (GCCs), enable faculty to teach an extension of a winter term course at a location abroad. GCCs take place in the month of May and are open only to students enrolled in the associated winter course on campus. Two additional credits are earned during the time abroad. GCCs may originate from any academic discipline, and deliver original content that bridges classroom and experiential learning.

The faculty member noted below has submitted a proposal to lead a GCC program. To be considered, approval must be received from the faculty member's home department and the department offering the course (if not the same).

Applicant Name

On Campus Course Title

Title of proposed off campus course extension

Proposed off campus location

Proposed dates of off campus extension

Brief description of how the off-campus experience will enhance student learning of the content taught in Winter.

If this proposal is approved, please note that academic units are responsible for the following:

- Provide approval for faculty to teach on a CGIS program during the stated period
- Co-signing an appointment letter for the Spring Term course
- Serve as the appointing unit for the faculty member (CGIS is not an academic unit)
- Identify major/minor requirements fulfilled by the course
- Provide academic oversight for the content of the course
- Establish course numbers and sections for student registration
- Review and follow up on course evaluations as needed
- Maintain oversight for faculty teaching performance

If this proposal is approved, CGIS will provide the following services:

- Administer an instructional appointment in conjunction with the academic unit
- Provide funding for the program and set the program budget
- Assist with developing program content
- Promote the program and advise students
- Oversee student forms, data collection, and student application processes
- Bill and track student program fees
- Enroll students in international health insurance
- Administer program logistics and finances
- Provide risk management and support services
- Conduct orientations
- Manage program evaluations and assess program effectiveness

I support the GCC proposal described above and understand the responsibilities of CGIS and the Academic Unit.

Chair Name (Primary Unit)

Chair Signature (Primary Unit)

Administrator Name (Primary Unit)

Administrator Signature (Primary Unit)

Administrator Name (Department offering the course)

Administrator Signature (Department offering the course)

Chair Name (Department offering the course)

Chair Signature (Department offering the course)