

Global Course Connections (GCC) Proposal for 2025

This application is for LSA faculty submitting proposals to the **Center for Global and Intercultural Study (CGIS)** to lead and teach Global Course Connections (GCC) abroad during **Spring and/or Summer 2025**.

Global Course Connections (GCC) programs are 3-4 week-long extensions of courses taught on campus during winter term. GCCs are open only to students enrolled in the on-campus course, and students earn an additional 2 credits for the abroad portion of the class. LSA faculty may propose GCCs from any academic discipline. Faculty who teach GCCs deliver original academic content that bridges classroom and experiential learning.

We welcome you to [explore a few of our previous GCCs here](#). For a detailed glimpse of what might be possible through a Global Course Connections program, we invite you to read Christopher Matthew's Faculty Feature on our blog [here](#).

The deadline to submit this application form is Thursday, February 15, 2024.

To submit: Attach all documents to an email titled "2025 GCC Proposal" and send to Michael Jordan at micjor@umich.edu.

If you have any questions or concerns, please feel free to email Director Michael Jordan (micjor@umich.edu) or Associate Director Pardip Bolina (bolina@umich.edu).

Checklist:

Please feel free to use this checklist to help track your progress

- | | |
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| <input type="checkbox"/> Applicant Details | pg 2 |
| <input type="checkbox"/> GCC Proposal Information | pg 3-4 |
| <input type="checkbox"/> Faculty Leader Site Experience | pg 5 |
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| <input type="checkbox"/> Program Leader Agreement Form | pg 12-13 |
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APPLICANT DETAILS

1. Applicant Name

2. Title

3. Uniqname

4. Home Department

5. Department housing the GCC course

6. How did you learn about teaching with CGIS?

- a. CGIS Website
- b. Colleague
- c. Personal Contacts
- d. Department Visit
- e. CGIS Event (fair, reception, info session)
- f. Other:

GCC PROPOSAL INFORMATION

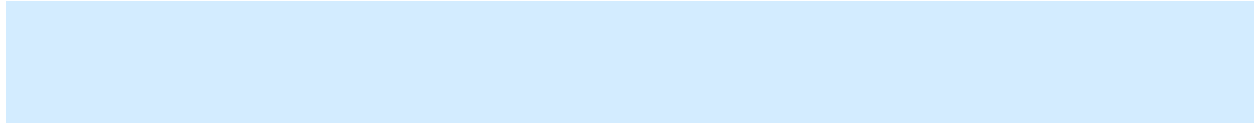
1. **Proposed Travel Start Date** *(Minimum of 21 nights abroad excluding travel to and from the site)*

2. **Proposed Travel End Date** *(Minimum of 21 nights abroad excluding travel to and from the site)*

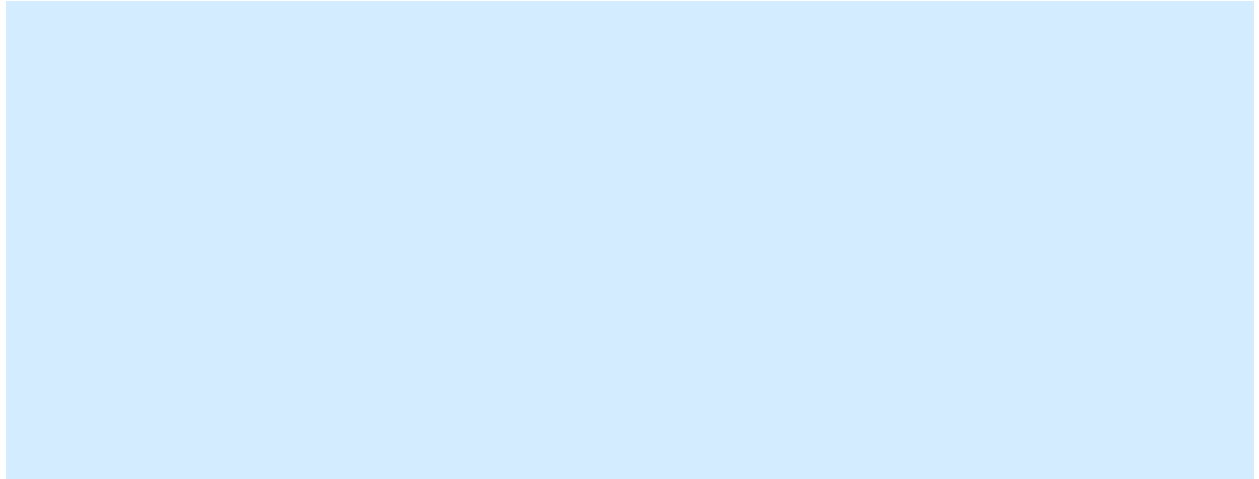
3. **City/Cities and Country of Off-Site Component**

4. **Provide a 50-word description of the project/course that could be used to promote this experience to students**

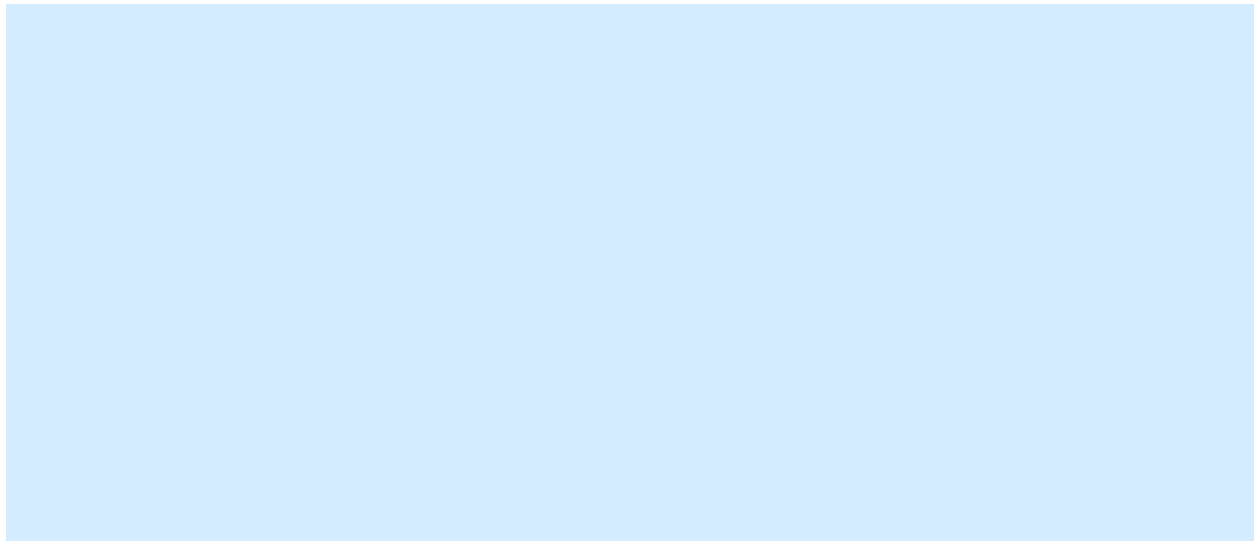
5. Language of Instruction



6. How will language barriers be addressed so that students can have a meaningful experience on-site? *(e.g., language requirements, on-site language instruction, need for interpreters, etc.)*

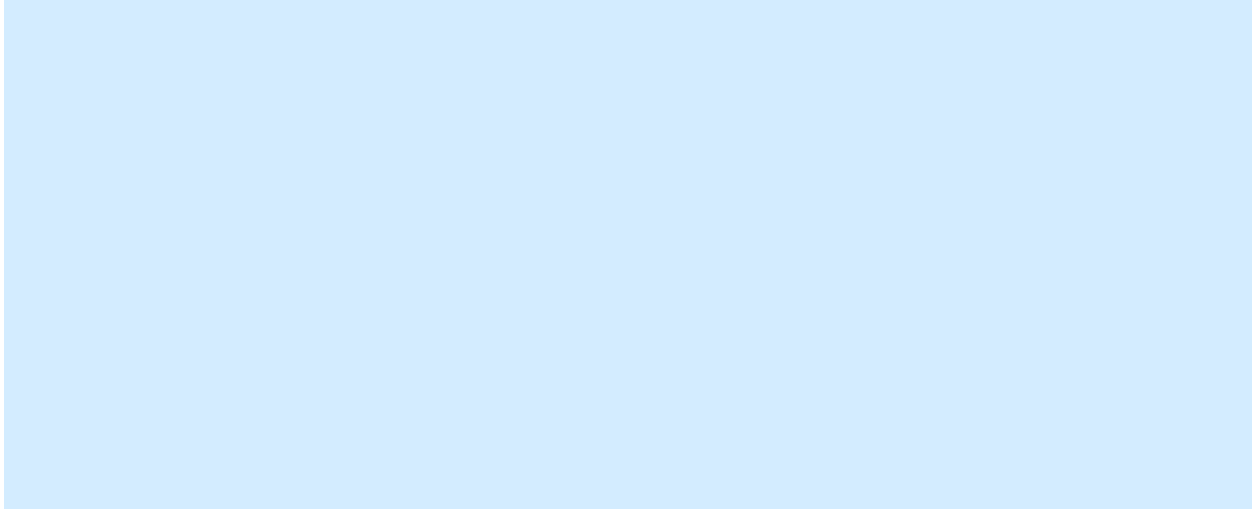


7. Are you aware of any departmental scholarships or other funding opportunities available for participants? *If so, list applicable funds here.*

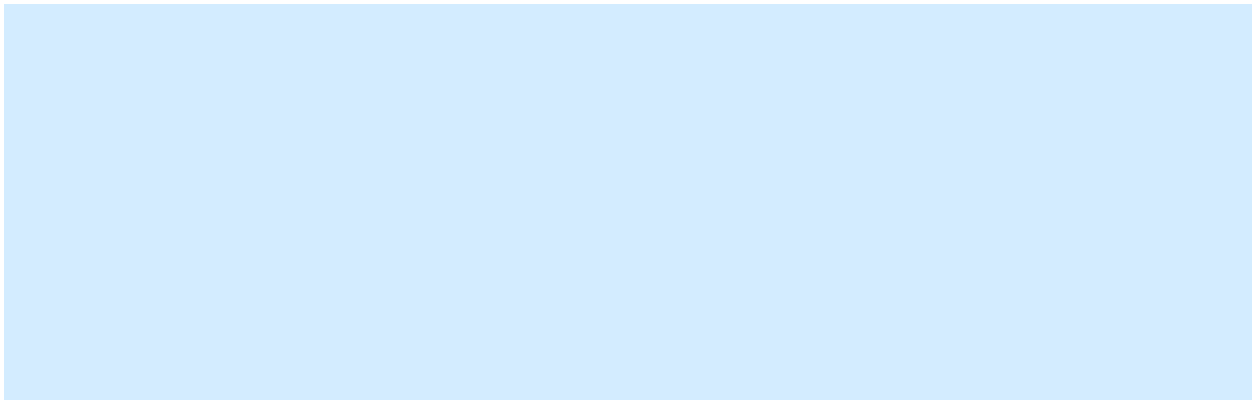


FACULTY LEADER SITE EXPERIENCE

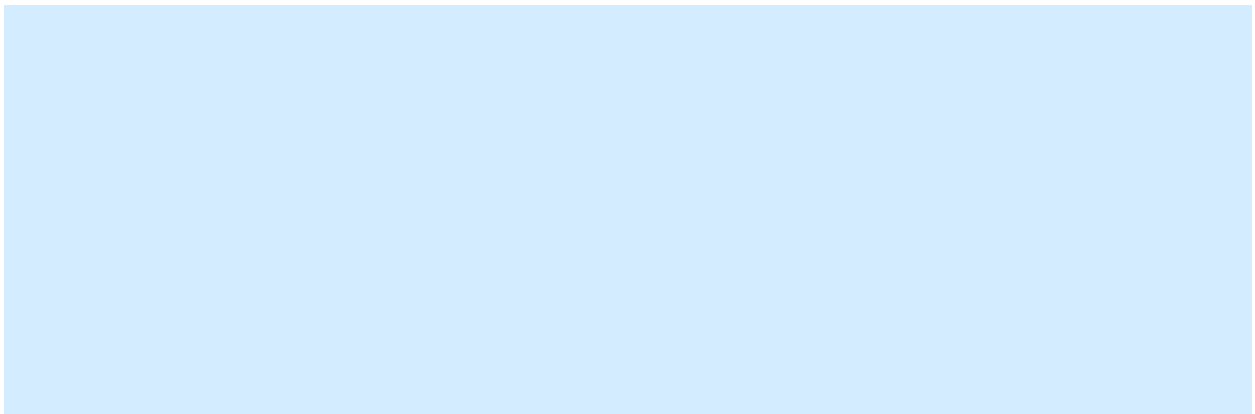
1. Provide information about your knowledge of and experience with the proposed site



2. Describe your language proficiency *(only for proposals in non-English-speaking countries)*



3. What previous experience do you have leading student groups off campus?



GCC ON-CAMPUS COURSE

Proposed on-campus course/s for which this GCC would be an extension. *(This course should already be approved by the department's curriculum committee and should be part of the instructor's regular teaching load for the Winter 2024 term.)*

1. On-campus course name

2. On-campus course number

3. Number of credits

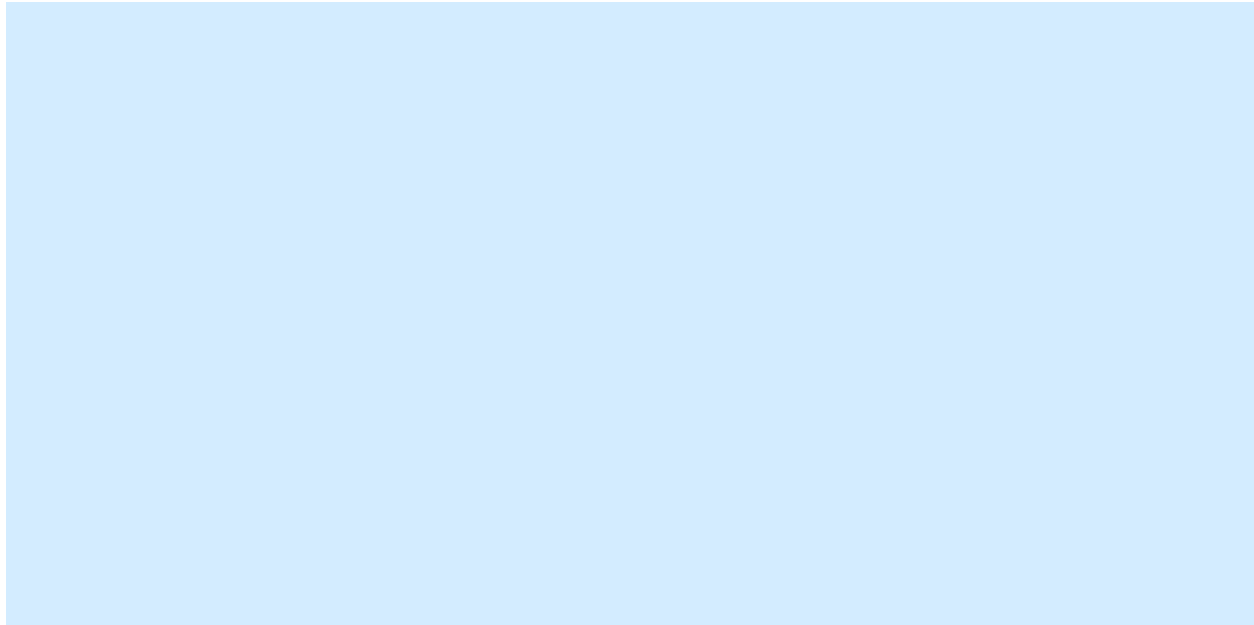
4. Brief description of on-campus course

5. How many students typically enroll in this on-campus course?

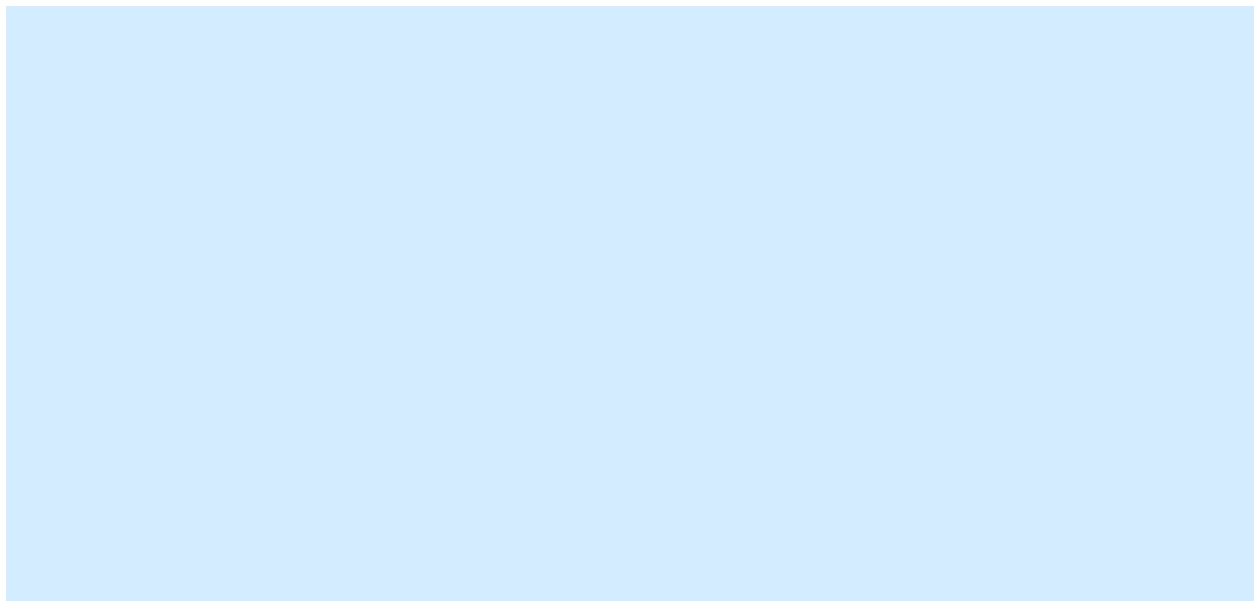
6. Proposed course number for 2-credit off-campus component

OFF-CAMPUS / ON-CAMPUS CONNECTION

1. Provide a detailed description of the ways in which the off-campus field experience will build on the themes and skills explored in the on-campus course



2. **How will the students be assessed?** *Describe the assignments in the off-campus component that justify the additional 2 credits. Include on-site resources students can access in order to complete these assignments.*



ON-SITE RISK MITIGATION

The purpose of this form is to proactively develop mitigation strategies for possible health, safety and/or security concerns.

When answering the following questions, please consult these sources:

- [Overseas Security Advisory Council \(OSAC\)](#)
- [Department of State Travel Advisories](#)
- [Centers for Disease Control \(CDC\) Travel Recommendations](#)
- Travel Advice from [Australia](#), [Canada](#) and the [UK](#)

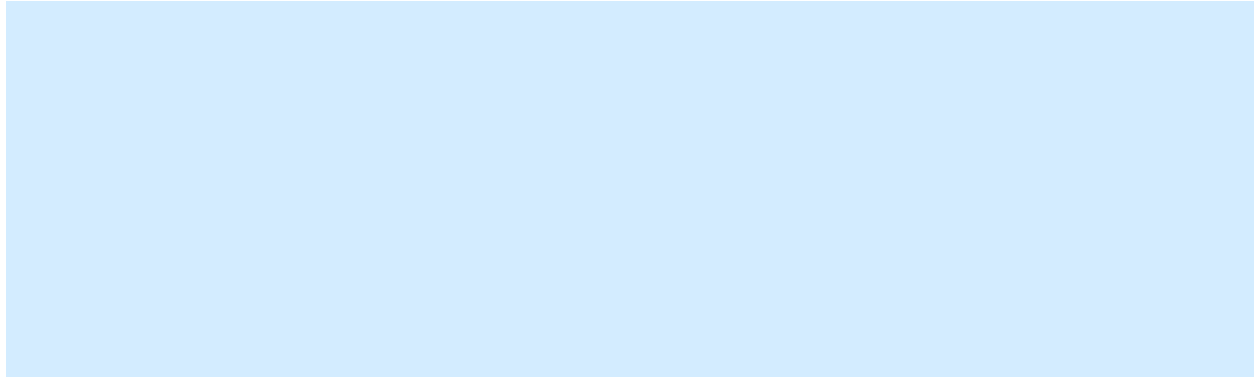
All questions are required. If no concerns exist in a particular category, type “n/a”. Additional information may be requested prior to your program start date in order to address any COVID-19 concerns.

For more information on Health & Safety, please contact CGIS Risk Mitigation Manager, Rachel Reuter (reuterra@umich.edu).

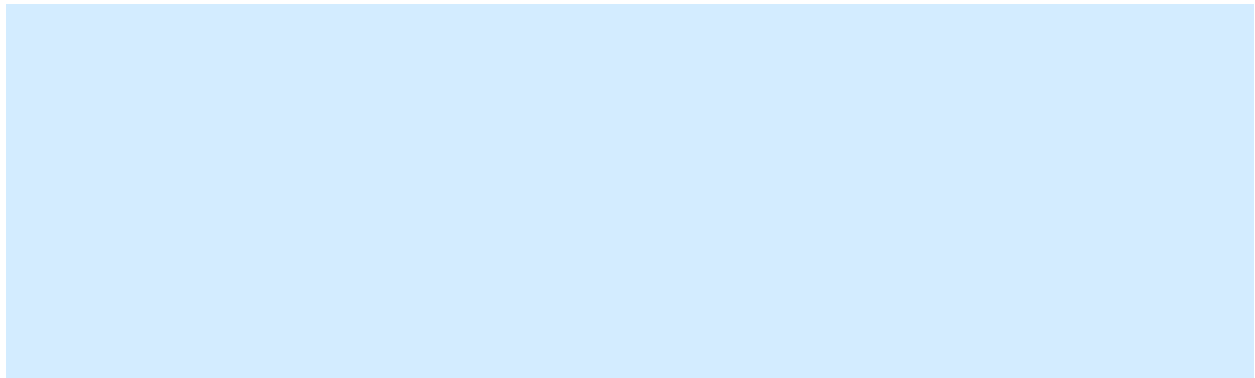
- 1. What type of accommodations do you plan for the students to stay in while traveling?**
(i.e. homestays, hotels, apartments, etc)

- 2. What modes of transportation will be utilized during the program, both intercity and intracity?** *(Types of transportation could include walking, public bus, night bus, tax, chartered vehicle, personal driver, train, plane, etc.)*

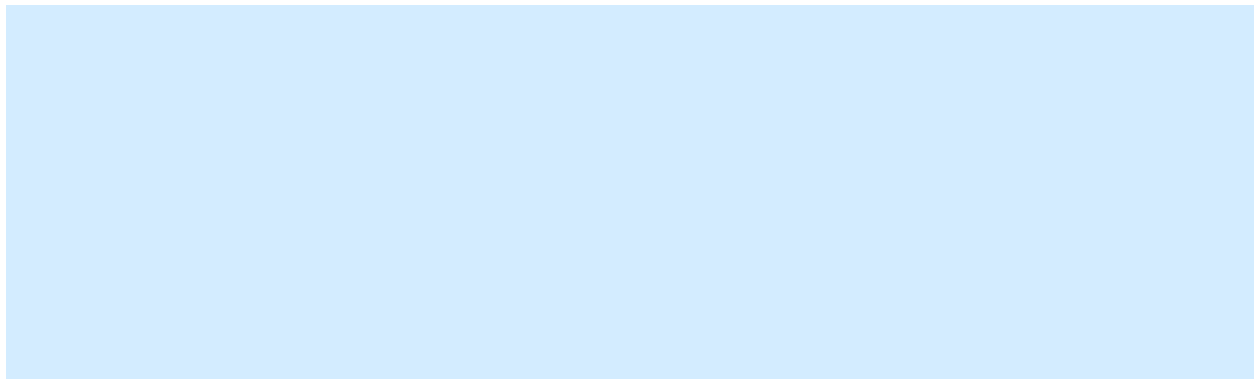
- 3. Please provide information about possible political unrest** (*upcoming elections, history of demonstrations, history of terrorism, political instability, etc*) **and describe the mitigation strategies you will employ**



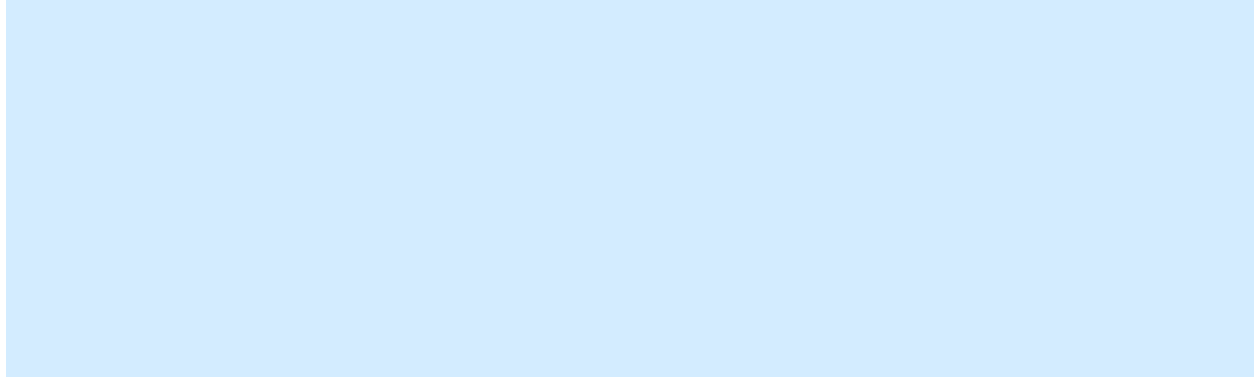
- 4. Please provide information on specific risks of ground transportation** (*safety on highways, travel on mountain roads, night travel, public transportation concerns, etc*) **and describe the mitigation strategies you will employ**



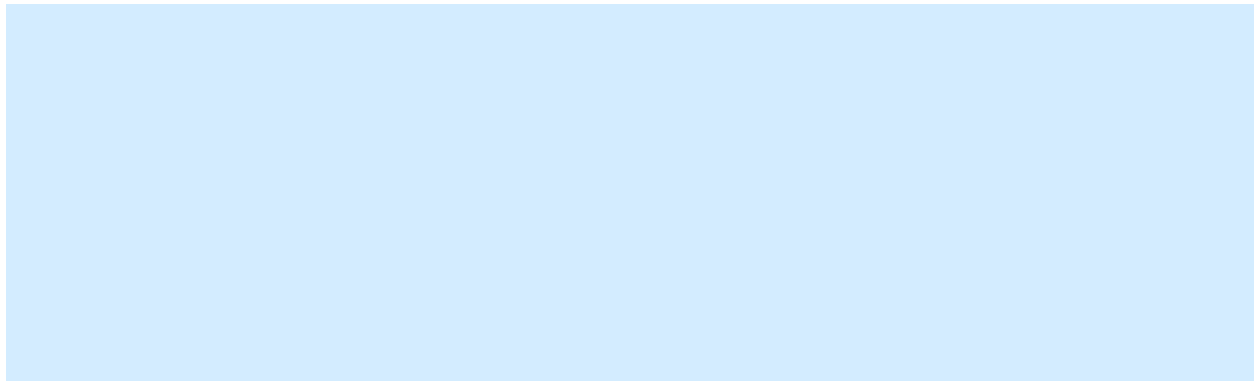
- 5. Please provide information on health risks** (*altitude, prolonged exposure to heat/sun, water quality, on-site medical access and quality, etc*) **and describe the mitigation strategies you will employ**



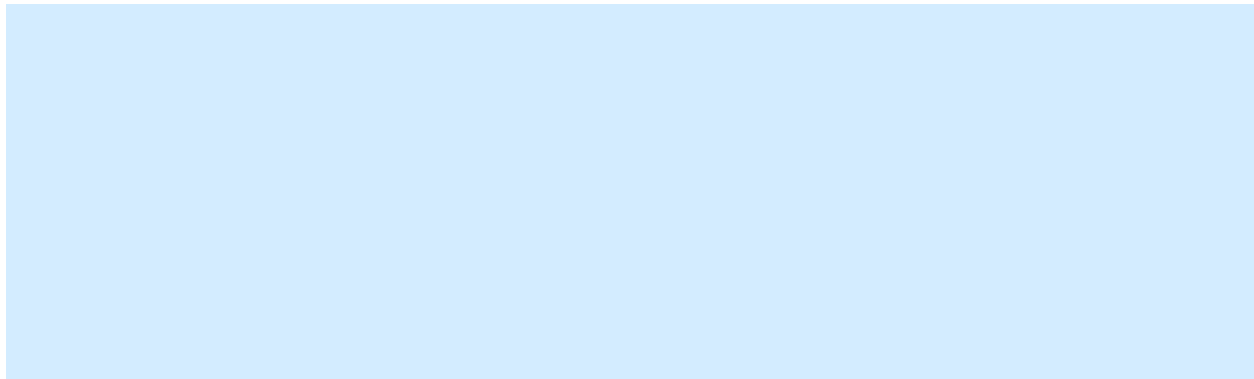
- 6. Please provide information on the risk of harassment** (*nationality or dual-citizenship, gender inequality, race, religion, sexual orientation, etc*) **and describe the mitigation strategies you will employ**



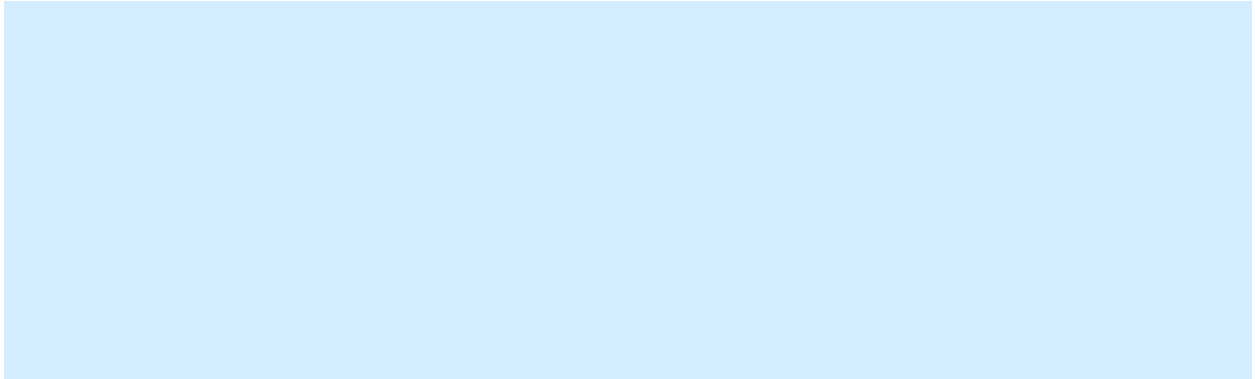
- 7. Please provide information about the risk to personal safety** (*fear of bodily harm, terrorism, violent crime, kidnapping, theft, safety issues in housing, alcohol or substance abuse, etc*) **and describe the mitigation strategies you will employ**



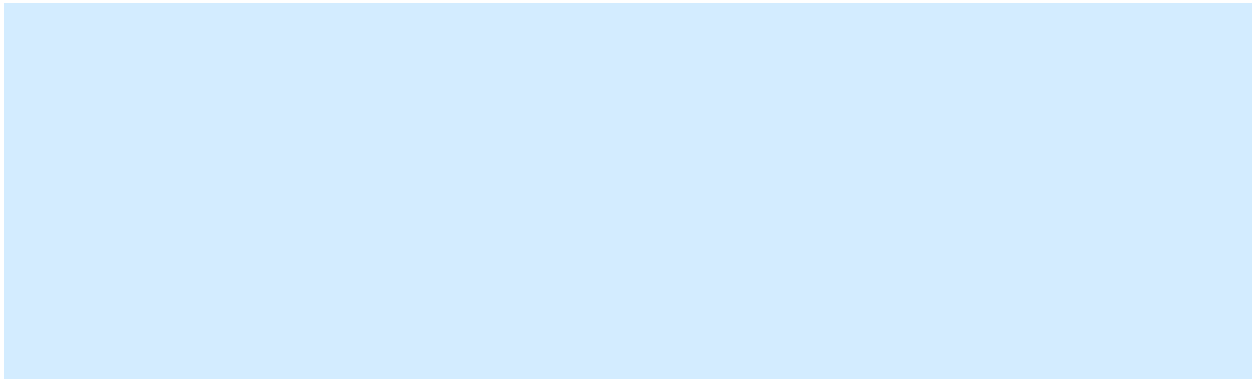
- 8. Please provide information about any potentially risky activities that the group might participate in** (*e.g. swimming, boating, hiking, riding bicycles, manual labor, etc*). **How will you mitigate these risky activities?**



9. Do you anticipate having regular access to phone or email communications? If not, how will you mitigate this lack of communication?



10. Please describe any other specific health, safety and/or security concerns. What are your mitigation strategies?



PROGRAM LEADER AGREEMENT FORM

This document outlines CGIS's expectations of our program leaders on CGIS programs. By signing, the Program Leader agrees to comply with these requirements.

This is a preliminary document to assist program leaders in understanding the roles and responsibilities that are involved in taking students abroad. You will be required to sign an updated and finalized version of this document prior to your departure in the spring of 2024.

1. The Program Leader is expected to demonstrate a commitment to the basic underlying principles of CGIS programs: experientially-based intercultural learning that gives the students significant opportunities for interaction with local populations and cultures.
2. Program Leaders should reinforce the message that academic responsibilities take priority over personal interests, that student participants are effectively "cultural ambassadors," and that the misconduct of any given individual(s) will be seen as representative of the United States, the University of Michigan, and – more immediately – of the group as a whole.
3. The Program Leader must attend any training sessions required by CGIS.
4. The Program Leader is required to comply with decisions and/or requests made by CGIS with regard to the implementation of the program.
5. The Program Leader must comply with government regulations of both the U.S. and the host country regarding travel, study, and research in the host country. The Program Leader must obey the laws of the host country while on-site, and must take reasonable precautions to ensure that the student participants are aware of and obey these laws as well.
6. The Program Leader is responsible for communicating essential academic information to the student participants in writing and before departure, including the program itinerary, assignments, and grading policies for any class(es) the program leader is teaching.
7. The program leader is responsible for informing CGIS as soon as possible of ways in which they can be contacted on site, such as personal phone numbers (local and/or US cell phone), phone numbers of local partners or other contacts, social media or messaging handles if appropriate, etc.
8. While on site the Program Leader should maintain regular contact with the students throughout the program, through class contact hours and office hours.
9. Disciplinary or behavioral problems with students should be dealt with immediately, and CGIS should be notified as soon as possible. In serious cases, intervention by CGIS or other UM offices may be required, and the student may be dismissed from the program.
10. Students should be educated about legally and culturally appropriate behavioral norms, as well as the consequences of inappropriate behavior. Violation of local laws and/or CGIS policy may result in immediate dismissal from the program.

- 11.** Responsible use of alcohol is required on the part of the Program Leader as well as program participants. CGIS funds may never be used to purchase alcohol and Program Leaders are discouraged from engaging in recreational consumption of alcohol with students. The use of drugs that are illegal in Michigan, even if legal in the foreign destination, is strictly prohibited.
- 12.** Program Leaders and students are advised not to operate motor vehicles while on the program. For liability reasons, Program Leaders may never drive student participants while abroad. When traveling on program-related activities, participants should be transported via public transportation or in vehicles rented for that purpose and driven by professional, hired drivers.
- 13.** Program Leaders must comply with UM policies and procedures related to financial accounting and stewardship of University resources. This includes submitting an expense report by the dates specified by CGIS and University policy, including original receipts as required.
- 14.** While Program Leaders are permitted to have family members or other non-enrolled companions accompany them on-site, non-enrolled companions may not participate in any program-sponsored activities or travel. Program Leaders must notify CGIS of any family members or other non-enrolled companions who accompany them; if any minors accompany the Program Leader, there must be another adult with no connection to the program responsible for caring for the minor(s) on a full-time basis. Dependents are covered by GeoBlue insurance under the Faculty and Staff blanket coverage policy.
- 15.** CGIS will budget for accommodations for the Program Leader only. Should the Program Leader require more spacious lodging to accommodate traveling companions as well, s/he will be financially responsible for the difference in cost. CGIS will budget for housing beginning one day prior to the students' arrival until one day after the students' departure for programs lasting ten weeks or less, and one week prior to students' arrival until one day after their departure for longer programs. Faculty will be responsible for the cost of housing beyond the dates noted above. Faculty must make such requests for housing early in the appointment process so arrangements can be made with the local provider.
- 16.** The Program Leader is required to follow any and all directives from CGIS, the University of Michigan, the US government and/or the host country in relation to COVID-19 protocols (i.e.. Contact tracing, pre-departure testing, vaccinations, mandatory quarantine, etc.)

[Signature Line]

Signature of Program Leader

[Date Line]

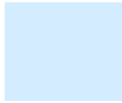
Date

[Printed Name Line]

Printed Name of Program Leader

DEPARTMENTAL APPROVAL FORM

Both your departmental chair/director and administrator must acknowledge and approve the responsibilities noted in the [Departmental Approval Form](#). Please read over this linked form carefully and initial the acknowledgement below:



I confirm that I reviewed the Departmental Approval Form listed above and understand the responsibilities outlined for CGIS and the Academic Unit.

Upon your submission of the GCC Proposal Form, a member of the CGIS staff will send your GCC proposal to your department chair/director and department administrator for approval.

Note: If you hold appointments in multiple departments, approval will be required from both your home unit and the unit offering the course (if these units are not the same).

1. Home Department Chair / Director

2. If the course is not being offered in your home department, please list the Department Chair / Director of the department in which the course is being offered

3. Home Department Administrator

4. If the course is not being offered in your home department, please list the Department Administrator of the department in which the course is being offered