

COURSE PROPOSAL APPLICATION (Spring 2020)

Consortium for Transatlantic Studies and Scholarship (CTSS) Program Theme: "To be confirmed"

1. Proposing a Course:

Faculty may submit an application to teach one course at the CTSS site in Spain.

These course proposals must include information regarding each of the following items:

- A. Proposed course title
- B. Is this course in the applicant's institution's course catalog? If so, please provide the course title, number, and description.
- C. Recommended academic level of the course (lower division, upper division)
- D. The appropriate academic disciplines for this course.
- E. The type of student that would be attracted to the course, such as required academic background, major etc.
- F. A syllabus of the course(s), including information on
 - i. an outline of courses' subject matter
 - ii. Student assignments
 - iii. Textbooks or other needed materials
 - iv. Evaluation procedures
 - v. a one paragraph course description describing course content and teaching methods

2. Faculty Development:

Attach a description of how you plan to utilize Alcalá, Spain, and/or the surrounding region for your own professional development.

3. Plan for Student Recruitment:

- A. Attach a brief description of your plan for recruiting students on your campus to take part in the CTSS program.
- B. Identify specific recruitment methods and cooperation approaches with your university's office of international education.
- C. For faculty and students taking part in the CTSS program, your university should have a bilateral agreement with the University of Alcalá. Please confirm with your university's office of international education and indicate here.

4. Curriculum Vitae:

Attach a current curriculum vitae.

5. Administrative Approval:

Please be sure to obtain signatures of approval from your department chair, dean, or other required administrative authority. Signatures can be placed under question 12 (above) of the Faculty Application form.

NOTE: Return completed application and forms by March 14, 2019 as attachments to chenault@ucmo.edu or priscilla.ramos@institutofranklin.net

FACULTY APPLICATION

CTSS- Instituto Franklin-UAH International Studies Program (Spring 2020)

1. FULL NAME: _____
2. POSITION: _____
3. DEPARTMENT: _____
4. INSTITUTION: _____
5. CAMPUS ADDRESS (1): _____
6. CAMPUS ADDRESS (2): _____
7. HOME ADDRESS (1): _____
8. HOME ADDRESS (2): _____
9. CAMPUS TELEPHONE: _____
10. EMAIL ADDRESS : _____

11. PROPOSED SEMESTER/TEACHING BLOCKS AT CTSS:
Each semester is divided into 3 Blocks. Faculty applicants should identify all teaching blocks in which they are available for assignment, one of which will be assigned by the selection committee).

Spring 2020 (dates to be confirmed):

- ___ Block 1 January 13- February 5
___ Block 2 February 10 – March 4
___ Block 3 March 9 – April 1

Note: these dates are tentative, calendar will be confirmed.

12. ADMINISTRATIVE APPROVAL

Faculty Signature

Date

I approve this application:

Department Head Signature

Date

I approve this application:

Dean or other administrator

Date

Please return this complete application form and the requisite administrative approval with a course proposal, faculty development description, and curriculum vitae by March 14, 2019 to:

Scott Chenault
CTSS Executive Director,
University of Central Missouri
Warrensburg, MO 64093 USA
chenault@ucmo.edu

OR

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