

## **Study Abroad in CIAS**

### CIAS Study Abroad Committee

- Robin Cass (chair) – CIAS Assoc. Dean for Undergraduate Studies - study abroad oversight
- Deb Kingsbury – CIAS Assistant Dean - student services aspects of study abroad
- Tynelle Stewart – Director of Study Abroad and Fellowships, RIT Global
- Alex Lobos – Miller Professor for International Education
- Roberley Bell – CIAS representative on the Global Education Taskforce
- Sarah Thompson – Chair of the CIAS Strategic Plan “Global Engagement” team

### **Our purpose is to expand and enhance the international opportunities available to CIAS students and increase participation in such experiences by:**

- **Improving** communication and coordination between University, CIAS, and School entities involved in international travel experiences open to CIAS students
- **Supporting** CIAS faculty members who are interested in leading International experiences
- **Enhancing** awareness and interest in students to be involved in these programs.

The primary role of this group will be to advise and support faculty interested in proposing study abroad experiences for students. Committee members will be available for consultation and assistance leading up to the proposal process as needed. In addition, both new and existing CIAS faculty lead programs will be reviewed by the CIAS Study Abroad committee in consultation with the Dean in order to ensure that CIAS is supporting a diverse and balanced slate of Study Abroad opportunities that provide real educational value to students.

### **Criteria for review:**

The criteria below will be used to determine whether programs will be approved to continue on with the planning process with RIT Global.

- PEOPLE - Faculty is a good leader and knowledgeable on the topic / Students' level, discipline, etc. are good fit
- LOCATION - Unique and suitable for the program / Feasible in terms of cost, infrastructure, risk, etc.
- EXPERIENCE - Connection to curriculum / Good experience for students day after day / Organization and set-up of logistics, activities, etc.
- IMPACT - Application of learned experiences / Alignment with student learning outcomes / Broader impact (culture, society, environment)

### **Elements of a proposal:**

1. RIT Global **Proposal Form Parts I and II**, which can be downloaded here: <https://www.rit.edu/academicaffairs/global/faculty-led-programs>
2. Faculty member's **CV**
3. Faculty member's **Personal Statement**  
*This statement should detail specific professional experiences, connections, and skills that contribute to the individual's particular suitability to plan and lead the proposed program.*
4. **Letter of Support** from program's administrative chair
5. **Draft Course Outline** or Topic Outline Form
6. **Draft Budget**

### **Timelines for proposal review:**

#### Programs occurring in fall semester:

- Week 5 of previous fall semester: RIT Global Part I form, CV, Personal Statement & Letter of Support from administrative chair to CIAS Study Abroad committee
- Week 8 of previous fall semester: Draft Course or Topic Outline and draft budget to CAIS Study Abroad committee and Part II form to RIT Global office

#### Programs occurring in Intersession, spring semester or summer:

- Week 5 of previous spring semester: RIT Global Part I form, CV, Personal Statement & Letter of Support from administrative chair to CIAS Study Abroad committee
- Week 8 of previous spring semester: Draft Course or Topic Outline and draft budget to CAIS Study Abroad committee and Part II form to RIT Global office