



STELLYES CENTER *for* GLOBAL STUDIES

Professional Development Opportunities in Global Studies

Financial support is available for faculty projects in global studies and international education, made possible by a gift from Eleanor Stellyes. Examples of fundable activities include:

- ❖ **Conference attendance.** Attendance at a conference, institute or workshop focused upon global studies, international education, global service learning, international studies (broadly defined) and/or study abroad. (Max award is approximately \$700)
- ❖ **Course Development and Scholarly Advancement.** Participation in a short, advanced course of at least three-weeks duration (or training program), such as intensive language acquisition, tied closely to the development of a course or set of courses for Knox students or in the substantive development of a scholarly project. Alternatively, funding to support collaborative work on the development of a course in the field of global studies, international education, international studies and/or the scholarship underpinning study abroad. (Max award is approximately \$1,000)
- ❖ **Distinguished International Visitor Program.** Sponsorship of a distinguished speaker or scholar-in-residence: a scholar, professional, activist or artist whose lecture or performance bears directly upon issues of education in a globalized world, education as international diplomacy, and/or who contributes in her or his talk to a critical understanding of a problem of transnational import and/or brings international perspectives to the entire campus. (Max award is approximately \$1,000)
- ❖ **Course- and Program-related Site Visits.** Participation in a site visit, professional workshop or theme-based institute offered by a program provider such as CIEE, DIS, FIE, HECUA, IES, ISA, SFS, SIT, etc (to learn more about a program for which you are the on-campus faculty advisor) or to establish a familiarity with a location abroad to which you intend to take students on a short-term faculty-led course. Planning for the short-term course should be relatively advanced at the time of application and the program must be offered in the academic year or the summer following the scouting trip. (Max award is ~\$1,500 - with awareness that some locations are more expensive than others)

Proposals should include:

1. Cover form and budget (page 3 below)
2. A project description (page 4 below).

Information you might include in the project description includes:

- **If travel to a conference, workshop or institute is at issue:** A description of the course(s) and/or program(s) that will be enhanced by your participation.
- **If travel for site review is at issue:** A brief description of your involvement as faculty advisor to the program and a plan for sharing information you acquire about the program with the Knox college community, or a description of your interest in creating a faculty-led course at that location (timetable for implementation, outline of course content, anticipated recurrence of the course).
- A brief description of your qualifications to develop the course or to pursue the research project for which funding is requested.
- **If a new or revised course is at issue:** A description of what you will need to do to prepare the new course or introduce the new components, and the year in which you expect to offer the course or launch the revised or new program.
- An explanation of how the course will be integrated into your teaching roster in the future (would it be alternated with a currently offered course? Would a course need to be dropped?)
- An explanation of how the program components or new program will be developed and staffed - for example, if the program features a study abroad element, how will this be staffed annually or in what recurrent cycle will it occur?
- If the new course or program means a significant change for your department: A letter from your department chair, indicating support for the course/program/project and for any staffing/scheduling/curriculum changes that may result.
- **If an international visitor in residence is at issue:** An explanation of the ways in which the distinguished visitor will contribute to the intellectual life of the college, have an impact on one or more courses, interact with students and faculty, provide a lecture or performance or other form of public engagement (roundtable; panel participation).
- **Library impact:** purchases of books, videos or journal subscriptions.
- **A brief statement about requests for funds for the project from other sources:** the amount requested from the other source; the name of the other source.
- **A detailed budget,** with estimates from Expedia or similar company for travel costs.
- **A timetable for the project.**

You may email this completed application form to offcampus@knox.edu.

Proposals will be reviewed by the Director of the Stellyes Center with input from the chair of the Committee on Faculty Resources (CoFR).

Deadlines: CoFR deadlines.

Stellyes Budget Form for Professional Development

1. Faculty/Staff Name:	
2. Position and Department:	

3. Type of Project (indicate with an X which type(s) apply).

<input type="checkbox"/>	Conference Attendance (max. award approx. \$700)
<input type="checkbox"/>	Course Development and Scholarly Advancement (max. award approx. \$1000)
<input type="checkbox"/>	Distinguished International Visitor Program (max. award approx. \$1000)
<input type="checkbox"/>	Course- and Program-related Site Visits (max. award approx. \$1500)
<input type="checkbox"/>	Other (with approval from Stellyes) _____

4. Budget:

<i>Line item</i>	<i>Amount in USD</i>
Total Amount Requested	\$

5. Please list other requests for funding and already awarded funds here:	
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6. Proposal. Please provide a project description below after reviewing the guiding questions on page 2 above.

7. Submission

Please retitle your application like this: **LASTNAME Location time**. For example, if Abe Lincoln was applying to a summer 2022 site visit in Frankfurt, Germany, the application would be titled: **LINCOLN Frankfurt SU2022**.

Please email the completed application to offcampus@knox.edu.