

## **Faculty-Led Classrooms Abroad**

As part of the Internationalization and Global Engagement (I&GE) Plan, Durham College is committed to creating opportunities for faculty, staff and students to gain global experience and apply and refine their skills internationally.

Faculty-Led Classrooms Abroad (FLCA) provide faculty with the opportunity to develop and deliver unique, innovative and experiential education abroad programs for students. These short-term opportunities are typically up to two weeks in duration with a theme and location that ties into existing program curricula.

A faculty-led experience involves a structured group learning activity under the supervision of a DC faculty member comprising of either credit course(s) or project(s) and assignment(s) centered on a portion of the learning taking place abroad, either physically or virtually.

### **What is a Faculty-Led Classroom Abroad (FLCA)?**

A FLCA is a short-term program led by a faculty member travelling, physically or virtually, with a group of students.

The FLCA can be:

- A standalone credit course
- A component of a pre-existing course
- A field hour placement course

In all cases, the FLCA can be developed to involve students from different fields (interdisciplinary).

### **Overall objectives**

1. To contribute to the overall internationalization goals of the college
2. To help internationalize the curriculum and enhance student learning
3. To strengthen existing international partnerships and explore new opportunities for international cooperation

### **Benefits for students and faculty**

- Gain a global perspective
- Develop international education experience
- Experience a different country and culture
- Connect classroom learning to real-world experiences
- Experience a unique group-learning environment

## **Funding**

Participating students are eligible for travel bursaries through the International Education Office. Faculty members are funded by the International Education Office, following the Business Travel policy and procedures. One faculty member is supported financially for up to 10 students. That is, there is a faculty to student ratio of 1:10. If the proposing faculty member feels that the nature of the trip or the destination is complex and requests a lower faculty to student ratio, this will be considered by exception by the FLCA review committee.

## **Designing a FLCA**

In order to participate in a FLCA, interested faculty need to take the Cultural Competency DC Connect Course (Module 1). While designing a FLCA, faculty must demonstrate the alignment between the proposed program and specific course learning outcomes.

FLCAs can be designed using the following models:

- Leveraging an existing partnership
- Creating a new partnership
- Working with a third party education tour operator

The design should include specific program, course and essential employability skills outcomes links and will align with core elements of the I&GE Plan and the Academic Plan. Faculty will receive FLCA design support from Durham College's Global Learning Facilitator.

## **What is the role of the International Education Office?**

The International Education Office will assist faculty at all stages of the program development, including:

- Support program development
- Support promotion of opportunities to students
- Provide and manage travel forms and waivers for students, if applicable
- Issue travel bursaries for students, if applicable
- Deliver mandatory pre-departure training, and provide in-country and re-entry support, covering topics such as health and safety, logistics and cross-cultural understanding

## **How to apply**

Faculty are required to seek the approval of their dean in order to apply to lead a FLCA. Once initial approval has been granted, faculty are asked to submit a proposal to their dean. The dean will forward proposals to the International Education Office. At all stages of proposal design, the faculty member can seek support from the Global Learning Facilitator.

A review committee made up of the following will review the proposals:

- Dean, International Education
- Global Learning Facilitator
- An executive dean from an academic school
- Director, International Education

### **Important dates**

Rolling dates – please contact the International Education Office for more information.

### **Responsibilities of the faculty lead**

Working closely with the International Education Office, as applicable, the faculty lead will:

#### *Pre-Departure:*

- Develop, coordinate and oversee the academic components of the program (i.e. teaching the coursework abroad and / or coordinating with the partners that will provide the instruction)
- Determine the academic deliverables and their credit value (i.e. the assignment, presentation, participation grades or even the full course)
- Consult with the International Education Office regarding potential risks and the logistical coordination of the program, including housing, excursions and onsite transportation
- Hold a suggested three academically-focused meetings with students prior to the departure to discuss the academic program, including content, desired learning outcomes, expectations and deliverables
- Participate in all pre-departure International Education Office meetings to cover logistical, risk management, and other operational aspects.
- Assist with the marketing, advertising and recruitment of eligible students

#### *While Away:*

- Coordinate and attend all program-related activities to enhance the learning of student participants, including any field trips included in the academic content of the program
- Ensure the smooth operation of the program overseas
- Be the primary resource for student issues and the initial responder for logistical, risk management and other operational aspects

#### *Upon Return:*

- Provide the International Education Office with a brief program report during a debrief meeting
- Follow-up and grade all academic deliverables as relevant
- Coordinate a post-program engagement activity to promote the program and showcase learning to the DC community

- Within one week of return, provide the International Education Office with any additional questions to be included in the post-program evaluation survey

## Evaluation

All proposals will be evaluated on the below criteria:

1. Link to Program/Course Learning Outcomes: Proposal connects specific program and course learning outcomes with the faculty-led classroom abroad. There is a clear and measurable link identifying how student learning is enhanced as a result of the program; how students will demonstrate specific elements of competency and how faculty will evaluate the learning.
2. Link to Essential Employability Skills Outcomes: Proposal describes the link between the faculty-led classroom abroad and specific Essential Employability Skills Outcomes (EESO) in a manner consistent with the learning outcomes identified. Faculty indicates how students will demonstrate their specific EESO(s) development and how this will be evaluated.
3. Itinerary and Costs: Proposal clearly identifies the itinerary for the faculty-led classroom abroad and the total cost of the program.