**ZUHEIR SOFIA ENDOWED INTERNATIONAL FACULTY SEMINAR (ZSEIFS) APPLICATION BOSNIA-HERZEGOVINA 2017**

***This form is not compatible with Mac systems. We recommend completing it using a PC.***

**APPLICANT INFORMATION**

**Name of Applicant:** Click here to enter text. **Department/School:** Click here to enter text.

**Job title/Rank1:** Click here to enter text. **College:** Select a college

1Tenure not required for consideration.

**Passport Expiration Date2:** Click here to enter a date.

*(Must be valid six months post program end date)*

2If you do not have a passport, leave blank. Be prepared to acquire one upon acceptance.

**FINANCIAL INFORMATION FOR APPLICANT, DEAN, & DEPARTMENT HEAD**

**It is the faculty member’s responsibility to share all information related to the ZSEIFS with the relevant Dean or** **Department Head—namely those items dealing with additional financial responsibility.**

**Program Fee:**

* **Faculty will be asked to secure $1,400-$1,800 from departmental, college, or other university sources.** OIP will cover the remaining program costs.
* **Faculty with administrative responsibilities (e.g., deans, department heads, vice-presidents) will be asked to secure $2,200-$2,700** in cost sharing from departmental, college, or university sources and clearly articulate how their participation will impact their department or college (see Section I, question 2a in application).

|  |  |  |  |
| --- | --- | --- | --- |
| **MATCHING INDEX**: For budget transfer purposes, please provide the index/account number(s) and the amount to be transferred from each. OIP will initiate the transfer of funds after participants are awarded and confirm acceptance. | | | |
| **Unit (Department/College):** | **Matching Index #:** | **Account #:** | **Amount Committed:** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

***Note to Deans and Department Heads****: Funding will need to be transferred before departure for the in-country program. OIP reserves the right to request reimbursement of funding should faculty fail to meet obligations. Should a faculty member utilize grant funds to support this experience, OIP will request reimbursement from the academic department should that faculty member fail to meet obligations.*

**DEPARTMENT HEAD AND DEAN SIGNATURES**

|  |  |
| --- | --- |
| **ELECTRONIC SIGNATURES**: Email confirmations from Deans or Department Heads are also acceptable. | |
| Dean Approval | Sign/type here:  Click here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dean’s Signature Date  Electronic Signature Verification (Checking the box and typing name serves as verification of the electronic signature) |
| Department Head Approval | Sign/type here:  Click here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department Head’s Signature Date  Electronic Signature Verification (Checking the box and typing name serves as verification of the electronic signature) |

**SEMINAR & APPLICATION INFORMATION**

The **Zuheir Sofia Endowed International Faculty Seminar** (ZSEIFS) is an intensive academic program with a focus on a single country/world region. Administered by the Office of International Programs (OIP), the ZSEIFS is designed to both complement WKU’s International Year Of… (IYO) series and provide a lasting impact on the WKU campus through the internationalization of the curriculum, research, and academic programming of the University. The seminar is intended to cultivate interdisciplinary connections among the faculty participants and to seed long-term engagement within a target country.

**OBJECTIVES OF THE ZSEIFS:**

* Provide an opportunity for faculty to engage in an interdisciplinary dialogue centering on the target country/region.
* Internationalize curriculum, especially Colonnade Courses, by offering faculty members in-country experience and the opportunity to develop country-specific examples, lecture, modules, etc.
* Encourage strengthening and development of new international partnerships for research, teaching, or exchange.
* Encourage the creation of new courses, modules in existing courses, and occasional assignments and references in the full spectrum of courses as a result of this experience.

**AS THEY RELATE TO THE IYO:**

* To position a core group of faculty members to successfully lead their respective colleges and the WKU campus in engaging with the selected country/region.

**ZSEIFS 2017 DATES:** Summer TBD

**SUBMISSION DEADLINE**: COB October 17

**HOW TO SUBMIT**: Application and all materials should be emailed to [internationalization@wku.edu](mailto:internationalization@wku.edu) with ZSEIFS in the subject heading.

**SELECTION ANNOUNCEMENT**: Selections will be announced by the conclusion of the fall semester.

**ZSEIFS APPLICATION REQUIREMENTS**

* **Finances/cost share** (page 1)
* **Department head and dean signatures** (page 1)
* **Completed application questions**(page 4)
* **Current comprehensive CV**, including complete list of publications.
* **Syllabi and/or course calendar(s)** of courses that will be added with target country content (page 8).
* **Reading list** of five (5) seminal works in your field. Ideally, these works you would recommend to fellow participants and they should have broad appeal. Please include a brief explanation of the relevance of each work selected in relation to your discipline in the context of Bosnia-Herzegovina (page 8).
* **List of at least three (3) types of scholars** you wish to contact and provide an explanation of how each will fit into your goals for the ZSEIFS (see page 8).

After award notification and confirming acceptance, participants will be asked to provide:

* **Abbreviated CV** spanning the last five (5) years, not to exceed two (2) pages.
* **Spring 2017 teaching schedule**
* **WKU 800 ID #**
* **Copy of passport** (in color)

**APPLICANT SIGN-OFF**

With my signature on this application, I indicate my willingness to:

**PRE-TRIP**

* Provide a complete and accurate spring semester teaching schedule to facilitate the scheduling of the ZSEIFS preparatory meetings by associated deadline;
* Develop and submit a comprehensive bibliography by the associated deadline. The ZSEIFS Faculty Leader will determine the deadline and communicate it to selected participants;
* Contribute to the ZSEIFS itinerary by developing contacts and helping to secure plans for meetings/events/activities while in-country that would meet both my own professional development goals and the objectives of the ZSEIFS;
* Attend all bi-monthly preparatory meetings and sessions during the spring semester leading up to the ZSEIFS. A schedule of meeting dates and times will be provided to each participant by OIP upon announcing selections;
* Complete all assignments and activities related to preparatory meetings by deadlines indicated;
* Ensure that I will not be teaching a class (including online classes) during the ZSEIFS in-country experience to allow my full participation;

**IN-COUNTRY**

* Participate in all activities and events unless prevented by illness or injury;

**POST-TRIP**

* Complete Post Program Evaluation (which will be provided to you via BlackBoard and email) by no less than 60 days after the ZSEIFS’ conclusion;
* Add substantial target-country content into courses taught as proposed\*;
* Contribute to the successful implementation of the IYO program in at least two (2) of the following ways:
  + Lead a faculty-led study abroad program to the target region/country
  + Conduct and present research related to target region/country for campus audience
  + Coordinate and carry out at least two events (one of which must occur during International Education Week) in the following academic year with the intention of engaging one or more of the following groups: faculty, staff, students or community
  + Assist in the hosting of guests related to IYO program
* Provide updates to my goals list, once within 60 days of completing the in-country portion of the ZSEIFS, once after twelve (12) months, and once after three (3) years, detailing my progress towards each goal I have outlined and my contribution to the IYO calendar.
* Present on ZSEIFS experience to home department and at least one other academic department.

I understand that these goals and the subsequent updates will be shared with my dean, department head, and any other co-sponsoring units. Additionally, I have read and am aware of the physical demands that may be placed on me should I be selected to participate in the ZSEIFS and certify that I am capable of meeting those requirements (See ZSEIFS website). I understand that should I fail to meet my obligations—whether pre-, during, or post-ZSEIFS, OIP will regretfully remove me from the program and/or request reimbursement of funding.

***NOTE: No children/dependents will be permitted to accompany ZSEIFS participants. Participants are welcome to remain in-country after the ZSEIFS at their own expense.***

Signature of Applicant Date

\*While we expect to see faculty incorporate target country content into their courses during the relevant International Year Of…, we also expect these course enhancements to be long-term. Meaning, ZSEIFS alums should utilize target country content in their courses for multiple years after their participation.

**SECTION I. ZSEIFS APPLICATION QUESTIONS**

*Please provide answers to the following questions.* [*Click here for assistance on tracking character count*](http://wordcounttools.com/)*.*

**Campus Internationalization**

1. How have you, whether through your research, teaching or co-curricular programming, contributed to the internationalization of this or other campuses of which you have been a part? *(limit answer to 1500 characters, including spaces)*

Click here to enter text.

1. How will participation in the ZSEIFS expand/enhance your contributions at WKU? *(limit answer to 1500 characters, including spaces)*

Click here to enter text.

* 1. As a department head or dean, how will your participation impact your department/college?   
     Click here to enter text.

1. What other internationalization activities/engagement/programming do you plan to pursue over the next 3 years (NOT related to the International Year Of…) resulting from the ZSEIFS? *(limit answer to 1000 characters)*Click here to enter text.

**Languages Abilities**

1. If you speak, read or write a modern language (other than English), please list both the language(s) and your level of fluency (fluent, moderate, passive) in the areas of reading, writing, and speaking.  
     
   Click here to enter text.

**International Experience**

1. Have you traveled to/visited other countries? YES  NO
   1. If so, please list the countries and the approximate duration of your stay. Also, please indicate if travel was for work or personal.

Click here to enter text.

* 1. If you have previously traveled abroad for professional reasons, why is it important for you to participate in this ZSEIFS? *(limit answer to 1500 characters, including spaces)*  
     Click here to enter text.

**SECTION II. ZSEIFS GOALS AND PROGRESS REPORT**

Please fill out  *the first row of each section* as part of the application process. Upon acceptance to the ZSEIFS, you will be asked to provide updates on your progress towards these goals 60 days post- ZSEIFS, 12 months post-ZSEIFS, and 3 years post-ZSEIFS. Refer to the [**Objectives of the ZSEIFS**](#Objective)listed under Application Information (page 2) as a guide for developing your individual goals.

**Seminar Goals:** Describe your goals for the ZSEIFS. How will your participation in the ZSEIFS contribute to your teaching, research, service, and/or co-curricular programming? **For department heads or deans**, please include at least one goal that will impact your department/college.

**GOAL 1:**

**At time of application:** Click here to enter text.

**60 DAYS POST-ZSEIFS:**

**12 MONTHS POST-ZSEIFS:**

**3 YEARS POST-ZSEIFS:**

**GOAL 2:**

**At time of application:** Click here to enter text.

**60 DAYS POST-ZSEIFS:**

**12 MONTHS POST-ZSEIFS:**

**3 YEARS POST-ZSEIFS:**

**GOAL 3:**

**At time of application:** Click here to enter text.

**60 DAYS POST-ZSEIFS:**

**12 MONTHS POST-ZSEIFS:**

**3 YEARS POST-ZSEIFS:**

**SECTION III. COURSE ENHANCEMENT**Please list the courses you teach regularly, which semesters you teach them in, the number of sections you teach, and how you plan to infuse them with target country content. When providing post- ZSEIFS updates, please note how you permanently internationalized the curriculum, how many times the course has been taught, and the approximate total number of students enrolled. **For department heads or deans** teaching one or no courses, please include how you plan to leverage your experience so that faculty in your department or college can incorporate target-country content into their own courses.

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAMPLE** | | | |
| **Course Name/Title** | **# of sections offered per semester** | **Semesters course is offered (click all that apply)** | **Average # of students per course** |
| *ENG 100:Intro to College Writing* | ***2*** | FALL SPRING | *35* |
| **PLAN TO INFUSE COURSE WITH TARGET COUNTRY CONTENT:** | | | |
| **At time of application** | *(List here ways to infuse course with target country content.)* | | |
| **60 DAYS POST-ZSEIFS** |  | | |
| **12 MONTHS POST-ZSEIFS** |  | | |
| **3 YEARS POST-ZSEIFS** |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Name/Title** | **# of sections offered per semester** | **Semesters course is offered (click all that apply)** | **Average # of students per course** |
| Click here to enter text. | Click here to enter text. | FALL SPRING | Click here to enter text. |
| **PLAN TO INFUSE COURSE WITH TARGET COUNTRY CONTENT:** | | | |
| **At time of application** | Click here to enter text. | | |
| **60 DAYS POST-ZSEIFS** |  | | |
| **12 MONTHS POST-ZSEIFS** |  | | |
| **3 YEARS POST-ZSEIFS** |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Name/Title** | **# of sections offered per semester** | **Semesters course is offered (click all that apply)** | **Average # of students per course** |
| Click here to enter text. | Click here to enter text. | FALL SPRING | Click here to enter text. |
| **PLAN TO INFUSE COURSE WITH TARGET COUNTRY CONTENT:** | | | |
| **At time of application** | Click here to enter text. | | |
| **60 DAYS POST-ZSEIFS** |  | | |
| **12 MONTHS POST-ZSEIFS** |  | | |
| **3 YEARS POST-ZSEIFS** |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Name/Title** | **# of sections offered per semester** | **Semesters course is offered (click all that apply)** | **Average # of students per course** |
| Click here to enter text. | Click here to enter text. | FALL SPRING | Click here to enter text. |
| **PLAN TO INFUSE COURSE WITH TARGET COUNTRY CONTENT:** | | | |
| **At time of application** | Click here to enter text. | | |
| **60 DAYS POST-ZSEIFS** |  | | |
| **12 MONTHS POST-ZSEIFS** |  | | |
| **3 YEARS POST-ZSEIFS** |  | | |

**SECTION IV. International Year Of…**Please describe the way(s) in which you plan to contribute to the [IYO calendar](http://www.wku.edu/iyo/). Updates should include information on progress towards completion; summarize the impact of the event/project (e.g., # of participants, objectives met, etc.) and, where applicable, detail any longer term outcomes that may have been sparked by event/ project. ZSEIFS applicants are strongly encouraged to consider how to connect at least one of their IYO contributions to the local Bosnian-American community.

**1. At time of application: Present to home department and at least one other academic department at the start of fall semester post-ZSEIFS.\****\*All ZSEIFS participants are asked to carry out this activity as part of their IYO contribution.*

**60 DAYS POST-ZSEIFS:**

**12 MONTHS POST-ZSEIFS:**

**3 YEARS POST-ZSEIFS:**

**2. At time of application:** Click here to enter text.

**60 DAYS POST-ZSEIFS:**

**12 MONTHS POST-ZSEIFS:**

**3 YEARS POST-ZSEIFS:**

**3. At time of application:** Click here to enter text.

**60 DAYS POST-ZSEIFS:**

**12 MONTHS POST-ZSEIFS:**

**3 YEARS POST-ZSEIFS:**

**SECTION V. READING LIST**

Please list five (5) seminal works in your field that connect to Bosnia-Herzegovina. Ideally these works will have broad appeal. Please include an explanation of the relevance of each work selected in relation to your discipline in the context of Bosnia-Herzegovina.

1. Click here to enter text.  
   Explanation: Click here to enter text.
2. Click here to enter text.  
   Explanation: Click here to enter text.
3. Click here to enter text.  
   Explanation: Click here to enter text.
4. Click here to enter text.  
   Explanation: Click here to enter text.
5. Click here to enter text.  
   Explanation: Click here to enter text.

**SECTION VI. CONNECTING WITH SCHOLARS IN-COUNTRY**

Please list at least three (3) types of scholars, experts, diplomats, non-governmental organizations, etc. you wish to contact and provide an explanation of how each will fit into your goals for the ZSEIFS. You are encouraged to identify specific individuals, however, should language barriers make the identification of specific individuals impossible, applicants may simply list the types of individuals they wish to connect with in Bosnia-Herzegovina.

1. Click here to enter text.  
   Explanation: Click here to enter text.
2. Click here to enter text.  
   Explanation: Click here to enter text.
3. Click here to enter text.  
   Explanation: Click here to enter text.

**SECTION VII. ADDITIONAL MATERIALS**

Please include the following materials in order to complete the application process.

* **Current comprehensive CV**, including complete list of publications.
* **Appropriate documentation including, but not limited to, current syllabi and/or course calendars of courses** that will be added with target country content (from SECTION III).
  + You will be asked to submit transformed syllabi and/or course calendars post-ZSEIFS, along with suggestions for peers interested in integrating international content to their courses.

**SECTION VIII. MISCELLANEOUS UPDATES**

**NOT REQUIRED AT TIME OF APPLICATION.   
This section will be for you to use when providing your post-ZSEIFS updates; many participants have activities that emerge throughout their ZSEIFS experience that are worth noting/tracking but do not fall into the application categories.**

Please use the space below to provide any updates on ZSEIFS-related activities that do not fit into the previous categories. Use this section only as needed.