

# Santa Rosa Junior College

## Faculty Application For Teaching Abroad

### **Program Highlights:**

- SRJC is a member of the Northern California Study Abroad Consortium, a four-district alliance consisting of SRJC, Los Rios, Diablo Valley, and San Mateo districts.
- Usually about 30 students from each college and one instructor from each college are sent abroad.
- The Consortium signs contracts, usually with the American Institute for Foreign Study (AIFS), who make all of the travel and field trip arrangements. They also provide 24 hour a day, 7 day a week emergency contact.
- A typical teaching assignment for full-time faculty is four classes, or about 12 units; however, full-time faculty members are compensated for a 100% load for the semester abroad.
- SRJC faculty members serve as the instructor of record for SRJC students enrolled in the Life and Culture class; however, this class is usually taught as a combination of guest lecturers and field trips.
- For adjunct faculty, teaching loads may be from 67% to 134% with an annualized contract. Adjunct faculty members are paid their usual hourly rate of pay.

### **SRJC Faculty Benefits:**

- Live and teach abroad for 12 weeks. Travel on your own before or after the session.
- Full-time (regular) faculty members are paid their usual salary for 100% load. Adjunct faculty are provided an annualized contract and paid at their usual hourly rate.
- Airfare is paid by AIFS.
- Faculty are provided with a maximum \$3,500\* housing stipend and assistance in acquiring appropriate accommodation.
- Faculty must pay all other costs, such as food, entertainment, and housing costs in excess of the housing stipend.
- Full participation on all activities scheduled on the itinerary, on the same basis as the students, including transfers, entrances, sightseeing tours, etc.
- Access to a shared office with computers with internet access.
- Museum pass.

*\*Dollar amounts may vary depending on student enrollment and AIFS contract*



**Northern California Study Abroad Consortium**

**FACULTY APPLICATION FOR TEACHING ABROAD**  
**London, Fall 2010      Florence, Spring 2011**

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**DEADLINE: 5:00 P.M. Friday, October 9, 2009, Study Abroad Office, 1330 Bailey Hall**

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Name \_\_\_\_\_ E-Mail: \_\_\_\_\_

College/Office Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Department: \_\_\_\_\_ Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_

Teaching Field/Discipline: \_\_\_\_\_

Other disciplines for which you meet minimum qualifications (FSAs): \_\_\_\_\_

I am requesting a teaching assignment from Santa Rosa Junior College as part of the Northern California Study Abroad Consortium. I understand that if selected to participate in this program, that I must fulfill all of the instructional duties outlined in Article 17 of the AFA/District Contract, with the exception of College Service that can only be performed at SRJC. In addition, I will also actively participate in recruitment for the program.

My site preferences are indicated in the following order, e.g. 1, 2:

\_\_\_ **London, Fall 2010**      \_\_\_ **Florence, Spring 2011**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Faculty*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Department Chair*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Dean*

*If an applicant plans to teach a course outside of their discipline, or home department, written permission from the appropriate department chair must be submitted with this application.*

## 1.0 Curriculum that you propose to teach.

In identifying courses that you would like to teach, please try to include courses that fulfill general education requirements. Courses should also transfer to UC or CSU (course numbers between 1-99). Check the SRJC *College Catalog* for the lists of courses that meet GE requirements for SRJC, CSU, or IGETC.

**Preferred Courses:** Identify at least 9 units of preferred courses that you could teach in addition to the Life and Culture Courses.

**Alternate Courses:** Identify at least three alternate courses that you are qualified to teach. Faculty proposing courses outside of their home department must meet the minimum qualifications in each discipline and must provide written approval to teach in that discipline. An email would suffice.

**General Education:** In the columns below, put a check, or an “x”, if the course fulfills a general education requirement at SRJC, CSU, and/or IGETC (UC). Be sure to check the catalog to be sure.

Preferred Courses Course #	Title	Units	SRJC GE	CSU GE	IGETC GE
Alternate Courses Course #	Title	Units	SRJC GE	CSU GE	IGETC GE

**1.1** For each of your **preferred** courses, briefly describe how you will incorporate activities, field trips, or experiences from that locale into your instruction. Describe any special approaches, directions, or goals that you envision. **Note:** This aspect of the application is very important because the Study Abroad Program seeks to enhance and enrich existing curriculum in the foreign setting.

**2.0 Recruitment.** Part of the commitment for Study Abroad is that instructors must actively recruit students to help ensure that students are aware of and attracted to the program. Faculty selected must attend all recruitment activities and also initiate activities such as classroom visitations. The Study Abroad Office provides posters, brochures, a web site, email announcements, and advertisement in the student newspaper, *The Oak Leaf*.

**2.1** Describe any experience you have had in the past with respect to recruitment activities.

**2.2** Describe any activities you envision to generate excitement and recruit students for the program.

### **3.0 Your Experience Abroad**

**3.1** Explain briefly why you want to teach in the Study Abroad Program.

**3.2** What individual or group travel experiences have you had?

**3.3** Indicate any foreign languages that you speak and your level of proficiency.

**3.4** Have you participated in the SRJC Study Abroad or other study abroad programs in the past? If so, please describe.

**3.5** Describe any special qualifications or disciplinary expertise that makes you well suited to teach abroad.

**3.6** Are you prepared to spend additional time with students, such as time mentoring, traveling together on field trips, or counseling them about their experience? Describe how you see this happening.

**Please Submit Application to:**

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**SRJC Study Abroad Office      1330 Bailey Hall, Santa Rosa, CA      FAX 527-4794**

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*Have questions?*

*Need help or advice?*

Contact Kris Abrahamson, Dean, Liberal Arts and Sciences (521- 7950)  
or Linda Johns, Study Abroad Administrative Assistant (527-4441)

[kabrahamson@santarosa.edu](mailto:kabrahamson@santarosa.edu)  
[ljohns@santarosa.edu](mailto:ljohns@santarosa.edu)

For further general information about the Study Abroad Program at SRJC, we encourage you to view our website at:  
[www.santarosa.edu/sa](http://www.santarosa.edu/sa)