

International & Indigenous Course   
Module (ICM) Program

**Application for faculty: 2020-2021**

*Description of Opportunity:*

International & Indigenous Course Modules (ICMs) provide an opportunity for faculty to take a group of undergraduate students on a Reading Week trip as part of a course. ICMs are designed to enhance students’ classroom learning by applying course content to relevant settings and communities around the globe.

*Details:*

* ICMs provide an opportunity for the incorporation of an intensive international or Indigenous experiential module into the framework of an existing undergraduate course.
* ICMs take place over the November or February Reading Week, but under special circumstances, ICMs can also take place in early May for non-graduating students.
* NEW THIS YEAR: Faculty receive $1500 in research support in recognition of their participation.
* Faculty may choose to propose parallel ICMs, in which two separate courses with different course instructors participate in a joint-ICM that enriches both courses.
  + For example, an Earth Sciences course and an Anthropology course might both elect to go to the same destination, and share some common events in support of an interdisciplinary Arts & Science experience.
* Departments are encouraged to promote multiple-year ICMs which may be taught by different faculty members each year.

*Deadlines:*

For ICMs to take place during Fall Reading Week 2020: Monday March 23, 2020

For ICMs to take place during Winter Reading Week 2021: Monday May 11, 2020

*Eligibility:*

The applicant must hold a continuing appointment in the Faculty of Arts & Science (St. George). It is the expectation of the ICM Program that the faculty member listed on the proposal will both lead the ICM and be the course instructor.

*Consultation options:*

* For consultation and feedback on new ICM ideas, faculty are encouraged to consult with Nicholas Rule, Acting Vice-Dean, Undergraduate at [vicedeanundergrad.artsci@utoronto.ca](mailto:vicedeanundergrad.artsci@utoronto.ca).
* Prior to application submission, faculty are encouraged to consult with Jennifer Banh, International Programs Coordinator, Professional and International Programs, on their proposed budgets and travel plans at [j.banh@utoronto.ca](mailto:j.banh@utoronto.ca).
* Faculty interested in proposing a project involving Indigenous communities are encouraged to consult with Prof. Brenda Wastasecoot, the A&S Indigenous Teaching and Learning Liaison, at[brenda.wastasecoot@utoronto.ca](mailto:brenda.wastasecoot@utoronto.ca).

*Faculty Application Process*:

* Please fill out this application form, adhering to the word limits.
* Fill out the [pre-formatted budget](https://www.artsci.utoronto.ca/sites/default/files/ICM-Budget-Application-Template-2019-2020.xlsx). Please reach out to Jennifer Banh for help if you need it.
* Send the completed application form and budget to your Chair/program director for review and approval. If the course being taught is in a different department than where your appointment is, send the proposal to the Chair/program director for the unit that administers the course.
* Once approved, the Chair/program submits the proposal via email to [undergraduate.artsci@utoronto.ca](mailto:undergraduate.artsci@utoronto.ca) by the deadline.
* The International Opportunities Community adjudicates ICM proposals.

All students and faculty taking part in Arts & Science- funded international opportunities must meet the UofT Safety Abroad guidelines [as noted on the Safety Abroad website](http://www.studentlife.utoronto.ca/cie/safety-abroad) in order to participate. Support will be provided by the Professional and International Programs (PIP) office at Woodsworth College to ensure safety abroad requirements are met.

*Follow Up:*

Upon completion of the ICM, the faculty member will submit a brief report describing the successes and challenges of ICM. In that report, we would welcome any comments, or concerns about the ICM program and suggestions on how to improve it.

PART I – Applicant Information

**Last Name**:

**First Name**:

**UTOR Email Address**:

**Appointment Status**:

**Sponsoring department or program**:

***Co-Applicant Information (if applicable):***

**Last Name**:

**First Name**:

**UTOR Email Address**:

**Appointment Status**:

Part II – Project Summary

**Course code and Course Title ICM will be part of**:

*Only students enrolled in this course may participate in the ICM.*

**Course Cap**:

**Maximum number of students proposed to participate in ICM**:

**Location of ICM (city and country)**:

**Proposed travel dates**:

*Day of Week, Month, Day, Year – Day of Week, Month, Day, Year*

**Amount requested from Arts & Science**:

*In Canadian Dollars*

Part III – Proposed Activity

**Description of proposed ICM module**:

*Please provide a brief ICM description for the purposes of advertising your ICM to prospective students. (50 words or less)*

**Planned academic outcomes**:

*What are the learning objectives of this module and how does the ICM enhance students’ (both ICM participants and non-participants) learning for the course in which it is embedded? (300-400 words)*

**If participation by less than the total number of students in the course is proposed, what procedures and criteria will be used to select ICM participants?**

*Note that if there are more students enrolled than there are ICM spots, in an effort to provide as many opportunities as possible, priority must be given to those students who have not already received funding for a Faculty of Arts & Science international opportunity including 398 REP, ICM, or DIIIF. Some exceptions may apply, please inquire for details*. *(50-100 words)*

**How will the ICM be incorporated into the course’s curriculum and marking scheme?**

*Use the chart below to list and briefly describe all assignments and due dates for ICM participants. Please ensure that your marking scheme is complete (i.e. due dates, mark weights, correct totals to 100%).*

|  |  |  |  |
| --- | --- | --- | --- |
| **Assignment** | **Brief Description of the Assignment** | **Due Date** | **Weight** |
| *e.g. Literature Review* |  | *May 21* | *15%* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**How will ICM participants share their experience with others in the class and the wider Arts & Science community?** *(150-300 words)*

**Indigenous Consultation: For proposals involving Indigenous communities, explain your process of engaging with Indigenous partners**. *(150-300 words)*

**If funding is requested for multiple years, how will the success of the module be measured after each year?**

**For ICMs approved to run for more than one year, continued funding will be contingent on the success of the module as determined by the unit and the Dean’s Office**. *(150-300 words)*

PART IV – Itinerary

*Please provide an itinerary briefly indicating daily (or weekly, if more than 2 weeks) locations and activities. The table below is provided as an example; feel free to use any format that provides the required information.*

*Sample Brief Itinerary (list dates and daily activity):*

|  |  |  |
| --- | --- | --- |
| **DATES** | **LOCATION** | **ACTIVITY** |
| *February 16* | *Toronto, Canada* | *Depart for Country X* |
| *February 17-19* | *City A, Country X* | *Research Workshop* |
| *February 19* | *City B, Country X* | *Lecture on Research* |
| *February 19-22* | *University of A, City A, Country X* | *Joint seminar with students* |
| *February 23* | *City A, Country X* | *Depart for Toronto, Canada* |

PART V – Budget (attached document)

With your Itinerary as a reference, use [the pre-formatted budget](https://www.artsci.utoronto.ca/sites/default/files/ICM-Budget-Application-Template-2019-2020.xlsx) to list expenses for the proposed activity. All expenses should be listed in Canadian Dollars. The budget should include any additional sources of funding received or applied for, and contributions from other sources are encouraged. Students who participate in the ICM are expected to contribute $200 each to the funding of the trip.

* Arts & Science is partnering with Woodsworth College’s Professional and International Programs (PIP) office who will provide support to instructors in arranging logistical bookings, payments in advance (where possible), and to ensure that groups comply with the University’s Safety Abroad protocols.
* Prior to application submission, faculty are encouraged to consult with Jennifer Banh, International Programs Coordinator, Professional and International Programs, on their proposed budgets and travel plans at [j.banh@utoronto.ca](mailto:j.banh@utoronto.ca).