

Dear Member Deans, Directors, Chairs and Associate Chairs:

As the new academic year approaches, we would like to take this opportunity to inform you of the many benefits and services available to PRC members. In its first 15 months, the PRC has welcomed over 50 UF scholars who took advantage of the resources provided by Paris Research Center membership in diverse and discipline-specific ways. We have also hosted over 100 international scholars at UF organized events and facilitated study abroad programs from all corners of the campus, welcoming over 220 students. Over this initial development period and in consultation with faculty cross campus, we have also established an array of services and benefits that we can provide to assist UF faculty on international projects. We would like to request your assistance in communicating the opportunities afforded by affiliation with the UF Paris Research Center to the members of your department.

The Paris Research Center offers UF members an international home office for communications and consultation as well as reading rooms, classrooms, meeting rooms, and limited office space for program directors and/or scholars in residence. Our services include administrative and networking support, event and program organization, and assistance with study abroad program development. In addition, the PRC provides our member units with facilities, administrative support, consultation services and limited funding for lecture series, workshops, symposia, research stays, and other initiatives promoting international exchange. Below, please find some of the ways that your faculty can benefit from Paris Research Center membership.

Facilitating business in Europe for your faculty

The Paris Research Center provides:

- Regular computer access
- Wireless internet service
- The use of a French cell phone
- Access to space for meetings with colleagues
- Logistical assistance (i.e. hotel recommendations/reservations, providing directions to meetings, etc.)
- Access to fax and photocopying equipment
- Administrative assistance

Increasing international visibility of your unit

- Members may propose and organize workshops, ateliers, and conferences in Paris
- Members may request administrative assistance and research for the initiation or development of international individual and/or group projects
- Members may request assistance to create *co-tutelles* (joint dissertation committees) and new agreements and collaborative projects with European academic institutions

Providing opportunities to teach and conduct research abroad

- Member units receive calls for proposals to teach at the Paris Research Center. Current PRC programs include: Honors in Paris (Spring semester); Summer Study Abroad; Intensive Study Abroad—May Intersession; Intensive Study Abroad—Spring Break; and Landscape Architecture in Paris

- Members may receive consultation, design assistance, and templates to create new discipline-specific study abroad programs
- In addition, the PRC provides assistance to faculty members conducting research in France (i.e. locating contacts or institutions in a particular field, assistance setting appointments, letters of introduction to special collections)

The above list of opportunities, benefits and resources provided by Paris Research Center membership is a sample of services we have provided in the past. As we enter our second year of operation, we are looking forward to facilitating new international endeavors. Faculty should feel free to submit proposals for international initiatives at the Paris Research Center to the Director, Dr. Gayle Zachmann, at paris-research@clas.ufl.edu. If you would like the Paris Research Center to send announcements, calls for proposals, etc. directly to your faculty list-serves, please send us the address and we will be happy to do so. If you have any questions, please do not hesitate to contact me.

Sincerely,

Gayle Zachmann
Director, UF Paris Research Center