

***Template for Intensive Weeklong or Two-Week Study at the Paris Research Center
May Intersession Program Instructions and Template
May 2-8, 2010 OR May 2-15, 2010***

Proposal Deadline: August 15, 2009

The Paris Research Center seeks course proposals for Intensive Weeklong and Two-Week study in Paris during the May Intersession. Courses should provide students unique, discipline- and faculty research- specific experiences.

Intensive Weeklong Study at the Paris Research Center is meant to provide faculty an opportunity to create innovative courses to be taught in authentic environments; lectures typically take place at the venues significant to the material presented.

The Paris Research Center runs both capstone and stand alone intensive study tours. Stand-alone tours do not require that students have a prerequisite or that the tour be part of a course taught on campus. Capstone weeklong tours can be add-on weeks to courses taught on campus during spring term (NB: Bright Futures only applies to May Intersession courses that are add-ons to courses taught on campus during the spring term). It is expected that all courses--stand alones and capstones--require readings or viewings prior to departure, intensive on-site lecturing, visits and guest lectures and concluding assignments. Intensive tours are generally 2-3 credits, depending on assignments and contact time. *In accordance with UF policy, 15 hours of contact time is required per credit hour.*

Former May Intersession programs were highly successful. Please feel free to consult the example syllabi/itineraries for courses that ran during the 2004-2009 May Intersession at www.clas.ufl.edu/PRC.

If you are interested in proposing a May Intersession program, please notify us as soon as possible by email at paris-research@clas.ufl.edu.

Your course proposal should include the following information:

- A one to two paragraph course description
- A tentative syllabus/itinerary for a six or thirteen -night stay (An itinerary template has been provided for you on the last page of the form. Please use this template as a guideline when planning your course.)
- The assignments required to complete the course prior to departure and upon returning to UF

Please provide as much detail as possible on your proposed course and activities and feel free to request information and advice from the Paris Research Center at paris-research@clas.ufl.edu.

Some itinerary advice

While planning your course itinerary please remember the following:

- The planning of evening activities, except for those already provided on the schedule, is at the discretion of the professor.
- Allow travel time in your daily planning. Provide for at least 30 minutes of transit time between activities or site visits.
- Seek distinguished guest speakers/colleagues who may want to speak to your group wherever logical
- List any and all museums, private collections or site visits that you would like to be part of your trip.
- In addition to the welcome dinner and final dinner, be sure to schedule a lunch/dinner for your group to reach a total number of three group meals during the week. Two week programs must have 3 meals planned per week,
- Always allow time for lunch.
- Students will stay in two star hotels located near the Paris Research Center where they will receive breakfast each day.

- The PRC will be happy to provide you with suggestions for supplementary activities tailored toward the course you are proposing.

If your course is selected, please do not announce any course or distribute any information to students until the Paris Research Center has reviewed and approved your course plan, received approval from your department chair and run budgets and logistics. In all cases, the Paris Research Center will provide you with instructions, guidelines and assistance in setting up your courses and recruiting for your classes. All courses require a minimum of 15 students to run and all selected professors are expected to actively recruit for their courses.

Please note that detailed syllabi/itineraries will be worked out progressively in consultation with the PRC staff, who will verify logistics and costs and offer suggestions for activities/guest speakers that you may want to include.

TEMPLATE FOR WEEKLONG MAY INTERSESSION PROGRAMS, 2010

Please consult the study abroad rubric at www.clas.ufl.edu/PRC or contact the Paris Research Center at paris-research@clas.ufl.edu to see example one week and two week syllabi.

Sunday, May 2

Morning: Students arrive/ settle into hotel
Evening:
4:30 PM Reception at Paris Research Center
6:30 PM Group Welcome Dinner at Restaurant

Monday, May 3

Morning: Orientation from 10-12 at the Paris Research Center
Afternoon: Regular class rhythm of visits/activities begin
Evening:

Tuesday, May 4

Morning:
Afternoon:
Evening:

Wednesday, May 5

Morning:
Afternoon:
Evening:

Thursday, May 6

Morning:
Afternoon:
Evening:

Friday, May 7

Morning:
Afternoon:
Evening:
7:00 PM Farewell dinner and/or activity

Saturday, May 8

Morning: Students depart