

APPENDIX IV

COAST COMMUNITY COLLEGE DISTRICT

**FACULTY PROPOSAL TO TEACH IN A SHORT-TERM
STUDY ABROAD PROGRAM**

Each faculty member must submit his/her own proposal.

You must submit this proposal to the dean of the division at the campus through which you plan to teach.

Discuss your proposed involvement in this program with experienced faculty.

Name _____

Address _____
Street City State ZIP

Telephone Number (Home) _____ (Office) _____

E-mail address _____

Adjunct Full-time at (check) CCC GWC OCC

1. Location of proposed program (city/ies and country/ies) _____

2. Dates & length of proposed program _____

3. List the course/s and the total number of units **you** plan to teach

4. What is/are the other proposed course/s for this program?

5. Salary per LHE _____ (Lecture Hour Equivalent - 1 LHE = 18 instructional hours) plus 8.25% (STRS)
This amount is based on AFT/CFE or CCA/CTA/NEA union contracts. Ask assistance from your dean if needed.

Check one of these two options:

This salary is to be paid by the college and therefore generates FTE's.

This salary, including 8.25% STRS, will be reimbursed to the District by the service provider.

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This will not generate FTE's.

6. Briefly describe your experience in the area to be visited.

7. Describe any experience you have had leading groups or travel/study programs or related activities.

8. Program Service Provider:

Name _____ Contact Name _____

Address _____

_____ E-mail _____

Telephone number _____ Fax Number _____

If desired, please attach any additional information that relates to the proposed program.

Signature, Faculty

Date

Dean's Approval Disapproval (*Check one*)

Signature, Division Dean

Date

Sponsoring College & Division

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