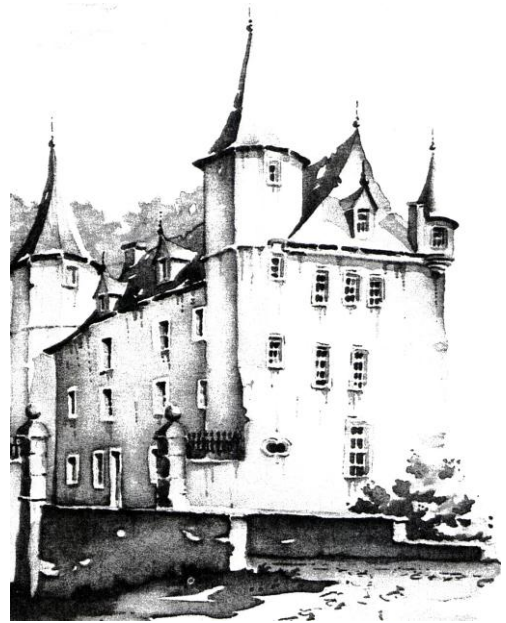


MU Luxembourg



To: Miami University Faculty

From: Donald Pribble, Chair, MUDEC Subcommittee of the International Education Committee, and Alyssa Klein, Oxford-based MUDEC Coordinator

Date: September 18, 2009

Re: Visiting Professor opportunities for 2010-11 at the Miami University John E. Dolibois European Center in Luxembourg

This is a call for applications from qualified faculty interested in an exciting 8-week teaching opportunity as a Visiting Professor for the fall or spring semesters of 2010-11 at the Miami University John E. Dolibois European Campus (MUDEC) in Luxembourg. Two positions will be offered per semester and the nature of the position is explained in detail below.

MUDEC is Miami's campus in Differdange, Luxembourg, in the heart of Western Europe. Approximately 130 Miami students attend MUDEC each semester, living with host families and engaging in a rigorous curriculum that focuses on European studies. Classes and offices are housed in a 15th-century chateau

Eligibility guidelines: Any full-time member of the Miami faculty who is tenured or tenure-track is eligible. Please note that an Assigned Research Appointment — Off Campus or Faculty Improvement Leave is NOT necessary. Instead, the Office of the Provost will provide the appointee with a "Luxembourg Leave" with full salary and benefits, and provide the appointee's home department with a full-time Visiting Assistant Professor position while the appointee is at MUDEC.

The deadline for applications is Monday, October 26, 2009. Those interested in applying may contact the Subcommittee Chair, Don Pribble, 529-7029 (pribblda@muohio.edu), or the MUDEC Coordinator, Alyssa Klein, 529-5050, (kleinal@muohio.edu) to discuss the position, the Center and details of the application process. For general information, you may also visit the MUDEC website www.muohio.edu/luxembourg/

Goals

MUDEC's Visiting Professor Program has two basic goals: to enhance the depth and diversity of the intellectual life of the Campus and the Luxembourg community; and to encourage faculty to commence or continue study of European topics, or to incorporate a transatlantic comparative element into their teaching and/or research.

Rewards

Most MUDEC student alumni report that their experiences in the program were among the most intellectually stimulating and personally enriching of their college years. Students are typically highly motivated and engaged. MUDEC offers faculty a unique opportunity to participate in this exciting educational experience. Participating faculty are offered the opportunity of a very rewarding teaching experience and an opportunity to fully engage in the MUDEC experience. The Ohio-based faculty at MUDEC provide the Dean of MUDEC with the support and cooperation needed to maintain the multiple facets of the Luxembourg Program. Past faculty have found the assignment stimulating, enjoyable—even thrilling. The experiences of our returning faculty enrich the Ohio campuses as well.

Visiting Professors and the Mini Study-Tour Courses Visiting Professors are usually faculty who wish to combine research or professional development with teaching in a European setting. Two Visiting Professor positions will be offered each semester. The teaching contribution from an appointed Visiting Professor will be a single three-credit course that will have a built-in, four-day long field study tour. The study tour will be a shorter version of the highly successful base-course study tour model that is so integral to the MUDEC experience. The Visiting Professor's "mini-study tour" should be an integral component of the course, designed to illustrate and enhance the topics and issues discussed in the classroom. A well-designed study tour will have a mix of academic, topical and cultural visits, tours, lectures or other experiences. Based on contact hours and the depth of the academic experience, the actual study tour will be considered equivalent to approximately one credit hour of credit. The mini study-tour course will therefore have three one-hour classroom meetings per week, and they will meet in the classroom for only seven weeks of the MUDEC 12-week semester. The MUDEC calendar would in most instances require that the Visiting Professor will have to be present at MUDEC for a minimum of eight weeks plus a week of orientation. Visiting Professors will assume leadership in organizing, coordinating and running the field study tours associated with their courses. Assistance with some travel arrangements is provided by the MUDEC staff. Former Visiting Professors who have led these new mini field tours include Edward Tomarken (English), Susan Marine (Chemistry), and Mary Jean Corbett (English).

During the fall and spring semesters, these eight-week mini study-tour courses will be offered by the two Ohio-based Visiting Professors, one or two base-course professors and one to three other members of the MUDEC faculty, for a total of five such courses in all. Every MUDEC student will be required to take one of these courses along with their other requirements. We anticipate that class size will be between 25 and 40 students. In all likelihood, the mini-study-tour course will begin at the start of the semester, and its study tour will occur in the fifth or sixth week of the semester, followed by one or two weeks to wrap up the course and process the learning that was accomplished during the study tour. The Visiting Professors will then be free to pursue research or other interests in the remaining weeks of the semester.

General Policies

Courses offered by Visiting Professors are approved by the Dean of MUDEC. The Ohio-based faculty at the European Campus are expected to participate in the various extracurricular activities sponsored by MUDEC and provide the Dean with the support and cooperation needed to maintain the multiple facets of the Luxembourg program.

Financial Considerations

- The European Center provides each Visiting Professor of a relocation allowance (\$3000 in 2009/10), supplementary to normal salary which can be used for appropriate Luxembourg-related expenses.
- Each Ohio-based Visiting Professor can apply for a “mini study tour preparation grant” of up to \$3000 to prepare for the MUDEC course and mini-study tour. The \$3000 will be awarded as reimbursement for spent funds and must be documented to and approved by the Dean of MUDEC.
- While residing in Luxembourg, the Visiting Professor has the use of a computer and shared office space at the Campus. The Dean of MUDEC will help the individual establish professional contacts in Luxembourg and find housing. In recent years visiting faculty have found accommodations in the Château or the Villa on the MUDEC campus, providing comfortable, convenient and reasonably-priced housing.

Application Procedure

A proposal is due on **Monday, October 26, 2009** and should be submitted to Don Pribble, Chair, MUDEC Subcommittee of the International Education Committee, Department of Teacher Education (529-7029, pribblda@muohio.edu). Electronic submissions are appreciated. An application form is included in this call for proposals. (See below.) The application should include a description of the 3-hour mini-study tour course and how this course enhances learning about European society, culture and/or history. Applicants must provide a course outline, a draft syllabus, and preliminary reading list for the course. The focus of the four-day field-study tour and its specific purpose should also be described including possible locations and activities at these locations. Please feel free to discuss the essentials with the Subcommittee Chair before drafting a proposal.

Applications are reviewed by the MUDEC Subcommittee, which will advise the Dean of MUDEC. The Dean of MUDEC will then make the final selection and recommendation to the Provost/Vice President for Academic Affairs. It is expected that decisions will be made before the end of the fall semester, 2009.

Once appointed, the successful applicant must prepare final syllabi for the proposed course a more detailed description of the study tour, and should submit the course to the Registrar's Office for temporary approval by Friday, February 12, 2010.

**Miami University John E. Dolibois European Center— Luxembourg
Visiting-Professor Application, 2010-11**



I) Basic Applicant Information

Name:

Rank:

Department:

E-mail address:

Office phone:

II) Please indicate the semester you would prefer to teach at MUDEC: _____

Could you teach either semester? _____

II) Brief course description

Provide the name and catalog description of your proposed 3-hour course.

III) Personal Information

Appointment at the Luxembourg campus sometimes involves not only the Visiting Professor, but also his or her family. Because there are many logistical issues involved (housing, schooling, special needs), we request information about your family.

A) If appointed, will you be joined by a spouse or partner? If so, please provide his or her name.

Spouse or Partner's name: _____

B) If appointed, will you be joined by children? If so, please provide their names, ages and present grades in school.

Name	Age	Present Grade in School

C) Do you or any members of your family have special needs that should be considered at this time? If so, please explain.

IV) Full Course Descriptions. Please complete on separate pages.

A) Describe the course you would like to teach in Luxembourg. Please provide a draft syllabus, course outline and preliminary reading list. Remember that there will be seven weeks of classroom instruction: three one-hour or two one-and-a-half hour meetings per week

B) Your course will have an associated four-day field study tour. In this application you should clearly define the destinations you propose for your field study tour and justify those locations in terms of the course content. Include as much detail as possible in terms of what the field study tour entails and includes.

C) Other than teaching classes, how would you contribute to the activities and community life of the John E. Dolibois European Campus?

D) Describe your study/research interests in Europe and the time frame within which you would like to pursue these interests.

E) Please provide any evidence of teaching excellence, including student evaluations.

V) Administrative Action

Applicants should secure the approval of both departmental chair and divisional dean before submitting their application to the Chair, MU Dolibois European Campus Subcommittee of the International Education Committee.

Department Chair: _____
Signature Approve/Disapprove Date

Divisional Dean: _____
Signature Approve/Disapprove Date

Executive Director, Branch Campus (if applicable):

Signature Approve/Disapprove Date

MUDEC Dean: _____
Signature Approve/Disapprove Date

Provost: _____
Signature Approve/Disapprove Date

President: _____
Signature Approve/Disapprove Date