

Full Proposal Instructions For Domestic and International Travel Courses 2021/22

Part D: Written Proposal

D. The written proposal should contain the following information:

- Overview of travel course and general activities, list of highlights/places of interest that will be visited (universities, museums, historic sites, organizations, artist studios, galleries)
- Purpose and significance of travel: Explain the significance of travel in achieving this program's learning outcomes. Why is it important for students to go to this particular destination? How is the program/course aligned with MassArt's strategic priority of Global Education? N.B. This last point should be addressed by both domestic and international travel courses; all MassArt travel courses must include a cultural-learning component.
- Explain any institutional connections that MassArt or the Colleges of the Fenway has with the destination.
- Other organizations, schools or government institutions involved in this travel program, if any.
- Does this program include a community engagement or service learning component? Describe.
- A brief bio highlighting the leader's (or leaders') previous experience in the destination, fluency in the native language, knowledge of the subject matter, and prior experience traveling with and/or leading student groups off-campus. (Note: 100 word limit, for promotional purposes)
- A one sentence course description to serve as a "hook" on the MassArt web page.
- Other relevant information.

Parts E F G: Required Attachments

E. Draft travel itinerary with map and itinerary route.

F. Draft syllabus including:

- Semester course will be offered and class dates before and after travel (*Note: current models include: a) fall semester course with travel during winter break; b) spring semester course with travel during spring break; c) spring semester course with travel during May/June.*);
- Type of academic credit (undergraduate, graduate or both);
- Specific academic or studio requirements this program will fulfill;
- Learning objectives clearly related to the mission statement and goals of the proposed department.

G. 4-5 electronic images of destination, with credit clearly identified in image name, suitable for use in travel course brochure or on www.massart.edu.