



ICISP/Oakton Hyderabad, India Study Abroad 2018 Faculty Liaison Information and Application

Are you ready for a once-in-a-lifetime experience? Oakton Community College, in conjunction with the Illinois Consortium for International Studies and Programs, is pleased to provide a professional development opportunity for faculty members of ICISP-member institutions. The Faculty Liaison position at The English and Foreign Languages University (EFLU) in Hyderabad, India is designed to provide faculty from member institutions the opportunity to experience first-hand living, teaching, and interacting with colleagues in an international setting. This exciting and popular opportunity is available for a month each summer. Individuals interested in applying should review all program materials provided to students.

General Information

Faculty members selected for this appointment will be provided housing in the EFLU Guest House on campus. The faculty accommodations are comprised of a bedroom and private bathroom. A common lounge is located down the hall. Students will live in the international student residence hall, and daily contact between students and the Faculty Liaison during the course of daily activities is frequent. Because of the nature of the accommodations, faculty members may bring a spouse/partner, but EFLU cannot provide housing for children of the faculty liaison. Applicants to the Faculty Liaison position at EFLU should strongly consider the living arrangements prior to submitting an application.

A visa is required for the term, and arrangements for and the cost of the visa will be processed by the faculty liaison, facilitated by Oakton. Spouses/partners must process their own visa and cannot stay more than 90 days. Plans should be made for a spouse/partner to either join the term in progress or to leave prior to the end of the term.

Please note that a minimum number of ICISP students must attend EFLU during the summer program for a Faculty Liaison to participate in the program; helping to recruit students from her/his home institution is an expectation of the Faculty Liaison. Faculty selected for the program will be notified by the end of March if this minimum requirement has been met. Before applying, please confirm that this condition is an acceptable one for you and your college.

Dates for 2018

- July 14 – August 11 (tentative based on final international flight)
- First Mandatory Student Orientation – Saturday, April 7, 10 – 12:30, at Oakton
- Second Mandatory Student Orientation – Saturday, May 5, 10 – 12:30, at Oakton

Faculty Liaison Responsibilities

Faculty selected for this program will be expected to fulfill the following responsibilities:

- Help recruit students into the program
- Participate and help facilitate in the two student orientation sessions
- Collaborate with the Oakton Global Studies Coordinator in planning aspects of the study abroad experience
- Collaborate with the EFLU professors teaching the students' two courses
- Collaborate with the EFLU International Education Director and other officials in planning aspects of the study abroad experience
- Accompany students on all field trips included in the program
- Be available to students for the month in India to help with any concerns or questions they may have
- Help in any emergency situations with the Oakton / ICISP students

Faculty selected for this program must meet the following qualifications:

- Prior experience traveling or living in India and/or traveling, living, or leading students on a study abroad experience in a non-western country
- Good interpersonal relations with students and colleagues
- Flexibility and ability to adapt to different cultural settings

One of the primary responsibilities of the Faculty Liaison is to assist the ICISP students attending EFLU. As such, the Faculty Liaison is required to restrict personal travel during the month with the students. Faculty members can choose to travel independently before or after the formal program. Faculty members should not commit to teaching any on-line courses at their home institution while assigned to EFLU. Faculty assigned to EFLU will be required to sign an agreement verifying that the above responsibilities are understood and agreed upon.

Compensation

The Faculty Liaison will agree to the following compensation arrangements:

- Faculty member will live in a guest room provided by EFLU.
- Faculty member will be provided a stipend for three meals a day, which can be ordered to be delivered to the guest house dining room.
- Faculty members' international travel, field trip costs, and room / board expenses in India will be covered by the fees of the participating students.
- Faculty member will be paid for teaching one Summer course based on the regular salary arrangements in the applicable Oakton faculty contract. Non-Oakton faculty will be hired as Oakton adjuncts for the purposes of this program.



**ICISP/Oakton Hyderabad, India Study Abroad
2018 Faculty Liaison Application**

Name _____ Telephone (_____) _____

Academic Title _____ Program _____
(Prof., Asst. Prof., Lecturer, etc.)

E-mail address _____

(Non-Oakton Applicants) – Mailing Address:

Passport # _____ Expiration Date _____

(To be filled in at time of application)



PARTICIPATION AGREEMENT

I, the undersigned, participating in Oakton Community College Study Abroad in India program do agree as follows:

✓	
<input type="checkbox"/>	I understand that I will be a guest in a country where customs and expectations of personal conduct may differ from those with which I am accustomed. I agree to abide by the customs and expectations of the host country.
<input type="checkbox"/>	I understand that I will be traveling to India in the summer and during the beginning of the monsoon season. I will be prepared for hot, humid, rainy weather. Weather may affect our plans.
<input type="checkbox"/>	I understand that I will be staying in accommodations that may differ, at times, from those with which I am accustomed. Not all places visited will have air conditioning.
<input type="checkbox"/>	I understand that I will be walking regularly and understand that transportation may differ from that with which I am accustomed. There may also be a lack of accommodations such as escalators and elevators.
<input type="checkbox"/>	I will inform the College of any physical limitations or medical conditions that may impact my ability to participate in some of the activities, so that accommodations may be arranged. There may be times in which accommodations are not possible.
<input type="checkbox"/>	While it is assumed that participants will engage in activities unrelated to the program, I understand and agree that commitment to the program itinerary is primary and takes precedence over all other recreational travel/activities. When participating in independent activities not included on the official itinerary, I understand and acknowledge that I accept full liability and financial responsibility for my well-being, health and safety as well as any damage or injury I may cause.

Signature of Applicant

Date

PARTICIPATION CHECKLIST

This experience will involve travel in a country where some of the conveniences to which you are normally accustomed may not be available. These questions are a checklist for your own benefit, as well as for our information.

	Very High				Very Low
How would you rate yourself in terms of your willingness and ability to adjust to unfamiliar situations and people?	5	4	3	2	1
How well do you adjust to 'inconveniences' such as eastern-style toilets, lack of air conditioning, limited hot water, etc.	5	4	3	2	1
How open are you to trying unfamiliar foods, and to participating in activities that are new or unfamiliar?	5	4	3	2	1
How ably could you participate in activities that require regular walking or lengthy bus rides?	5	4	3	2	1
How willingly would you conform to requirements of dress or culture that may be requested as a condition of visiting sites, meeting with religious leaders, etc.? (This would not require women to cover faces, but may involve wearing scarves, avoiding shorts, etc.)	5	4	3	2	1

Additional comments:



Along with these forms, please attach your CV, and a one-two page document, which should include:

- Your motivation/goals for participating in this program
- How you expect the experience to impact your professional development
- Experience studying or traveling abroad in India
- Experience studying or traveling abroad
- Experience leading a study abroad program
- Anything else you would like to share

The deadline for receipt of all materials is October 15, 2017. Incomplete or late applications will not be considered. Those applicants selected for an interview will be notified by telephone. In the event of a very large pool, there will be a two-step interview process, with the first round of interviews to be conducted by telephone. Finalists will be interviewed in person at Oakton Community College (or other mutually agreed upon location, to be determined).

Applicant signature, date: _____

Division/Dept. Chair signature, date _____

Academic Dean signature, date: _____

Vice-President/CAO signature, date: _____

Campus ICISP Rep. signature, date: _____

Please email completed application as a .pdf document to:

Karen Huber, ICISP

Email: Karen.huber@heartland.edu

Phone number: (309) 268-8664 Fax number: (309) 268-7981

For more information about this program, please contact:

Katherine Schuster, Global Studies Coordinator, Oakton Community College, and
ICISP India Program Coordinator

Email: schuster@oakton.edu

Phone: 847-376-7118