



## **Guidelines, Benefits & Obligations for WEEK-LONG Workshops**

### **i. Guidelines on Participation and Development of a Curriculum Module**

1. Interested faculty must submit an application to the MIIIE Director in order to participate in a workshop and to develop a curriculum module (see application form).
2. If admitted, the faculty must fill-out and process a registration (see registration forms).
3. During the workshops, the faculty participants will receive materials, a format, and information on pedagogical tools and approaches of developing a curriculum module.
4. The faculty will choose a variety of lectures, discussions, case-studies, assignments, readings, and resources to be infused at different sections of the course, which at minimum should comprise 12% of the course (or cumulatively, two-weeks of a 15-week semester). Examples of past curriculum modules can be viewed at the Midwest Institute's website at: <http://www.MIIIE.org>.
5. The faculty will receive feedback and suggestions for her/his curriculum module.
6. The first draft of the curriculum module is due December 31 and the final draft is due the following year, May 31.

### **ii. Benefits provided by the Midwest Institute & NRC partners**

1. \$1,000 (or \$500) stipends will be provided to the faculty for participating in a workshop, develop a curriculum module, and make a 20-30 minutes presentation regarding the module in one of the two upcoming MIIIE conferences.
2. Curriculum materials, access to electronic resources, and feedback on module drafts.

### **iii. Obligations by the Faculty and/or his/her College**

1. Each faculty participating in a workshop will develop a curriculum module approved by the MIIIE Director.
2. Free or \$495 registration fee (see registration forms).
3. Faculty must make a presentation on her/his module at one of the two upcoming MIIIE conferences.
4. Faculty is teaching at a college member of the Midwest Institute consortium.