**Whitman Crossroads Courses – Overview & Call for Pre-Proposals**

[**https://www.whitman.edu/off-campus-studies/faculty-information/whitman-crossroads**](https://www.whitman.edu/off-campus-studies/faculty-information/whitman-crossroads)

**Pre-Proposal Deadline: TBA Final Proposal Deadline: TBA**

**Overview**

* **Why?** The overarching goal of the Whitman Crossroads courses is to “Enhance student learning through intensive and engaged study off-campus or abroad.”
* **When?** Whitman will support up to four Crossroads Courses a year beginning in Spring 2017.[[1]](#footnote-1)
* **What?** Crossroads Courses are 2-6 week, intensive off-campus courses taught by Whitman faculty during Winter, Spring, or Summer break (often in collaboration with an in-country community partner). Three programs a year will run outside the U.S. One program a year may take place inside the U.S. Courses may be linked to a Whitman prerequisite or co-requisite course, or they may be freestanding.
* **Credits.** Crossroads Courses will carry 2-6 credits and go through the department, division, and college curricular approval process. After two iterations, ongoing Crossroads Courses will be incorporated into the college catalog. Credit for Crossroads courses in the summer will be posted as a summer time “Intensive Study Term” course. (Note: Whitman already has a summer term with the Department of Education for the purposes of Whitman Crossroads financial aid. This term will not be used to offer regular on-campus summer courses.)
* **Financial Aid** & **Financial Support.** As has been the case in the past, the College will subsidize all students participating in this type of course by covering the portion of program cost related to faculty expenses (e.g. faculty airfare, faculty room & board, etc.). Additionally, qualified students will now be eligible to receive need-based financial aid to help cover remaining program fees.
* **Faculty Compensation.** Faculty offering Crossroads Courses will receive a combination of financial and teaching time compensation. Because teaching Crossroads Courses during breaks often comes with additional expenses for faculty (e.g. extra childcare costs), faculty will receive a stipend of $1000 for each week of the off-campus studies portion of the course.Faculty will also receive a 50 percent bankable teaching credit for Crossroads Courses. In other words, if a faculty member offers a 4-credit Crossroads Course, they receive 2-credits of teaching credit. Faculty can use that credit the next semester or bank it. When using this credit, faculty reduce their standard teaching load by an equivalent number of credits. This must be arranged with departments to minimize impact on curriculum (see below). Faculty may not accumulate more than six teaching credits without using them, and banked teaching credit must be used within 8 years of teaching the Crossroads course. Note that in not all cases will teaching credits be redeemable. For example, it will depend on the ability of the home department to accommodate the future course reduction and on whether or not the instructor teaches the Crossroads course enough times to accumulate enough teaching credits to add up to a full course worth of credits.
* **This is Delayed Teaching Credit--Not a Course Release.** Offering teaching credit for Crossroads Courses accurately reflects the fact that faculty *are teaching* these courses--it simply shifts the time frame in which that teaching is recognized. Because Crossroads Courses do not generate course releases or reduce departments’ absolute number of course offerings, regular-semester courses offset by teaching credits *do not count toward departments’ non-tenure faculty requests.*
* **Approval Process.** Departments must approve faculty proposals to teach Crossroads Courses. Interested faculty must discuss their plans with departments well in advance of submitting their Crossroads Course proposal. After consulting with departments, interested faculty should set up a meeting with the Director of Off-Campus Studies (Susan Holme) and the Faculty Mentor for Crossroads (Jason Pribilsky in 2017-18) to discuss your idea. Once Crossroads proposals are approved by the Off-Campus Studies Committee, the Crossroads course is submitted to the Curriculum Committee for standard new course approval process. In order to facilitate teaching credit banking, faculty will typically receive support for two iterations of their course, assuming that the first course was successful.
* **Orientation and Planning.** Faculty who want to offer Crossroads Courses will work with the Director of Off-Campus Studies and the Faculty Mentor for Crossroads to think through curricular, logistical, and intellectual aspects of teaching short-term off-campus programs. The Off-Campus Studies staff will provide concrete assistance on matters such as how to cultivate in-country community partners; budgeting for off-campus programs; course planning; publicity and student recruitment; and how to navigate the course approval process.
* **Predeparture Faculty-Director Training.** Prior to departure, all faculty teaching Crossroads courses are required to attend a faculty director training with the Director of Off-Campus Studies, Student Affairs staff and faculty with prior experience that reviews how to deal with emergencies and non-academic student issues while off campus.
* **Accompanying Family Members.** Faculty who wish to have their spouses, partners or children accompany them off campus during the trip should consult with the Director of Off-Campus Studies about the college’s guidelines, as Whitman student learning is the first priority for the courses. Please note that Whitman College does not cover the cost associated with accompanying family members and the Director of Off-Campus Studies and the Provost must approve accompanying family members.

**I have an idea for a Crossroads Program that I would like to offer during Spring or Summer 2018. What should I do next?**

* Contact Susan Holme, Director of Off-Campus Studies, and Jason Pribilsky, Faculty Mentor for Crossroads, to set up a pre-proposal meeting in October or November prior to the Dec 5, 2016 pre-proposal deadline. This is an informal meeting to talk over your course ideas before putting in the effort of writing a full proposal.
* One week before your pre-proposal meeting, email a short one-page description of your idea(s) to Susan Holme. The more detail you are able to provide, the better, but this can still be a fairly general document. The purpose of the meeting is to help you begin to develop a concrete proposal.
* Each faculty member proposing a Crossroads Course will be paired with a faculty person who has experience developing off-campus programs to aid in the proposal development process.
* Secure departmental approval for your course idea and submit a full proposal to Off-Campus Studies by February 27, 2017. (For details please see the *Crossroads Call for Final Proposals* and *Whitman Crossroads Course Proposal Form* posted on the OCS homepage under Faculty Information.)
* Full proposals for programs starting in Winter Break 2017/18, Spring Break 2018 or Summer 2018 are due February 27, 2017. They will be reviewed by a committee made up of members of the Off-Campus Studies Committee and the Faculty Mentor for Crossroads (a faculty member who have run short-term off-campus programs in the past).
* Funded courses will be announced by April 14, 2017. Successful courses will then go to their division for approval, Curriculum Committee (April 26), and faculty floor (May 3).

1. Thanks to the David Deal Endowment for the study of China, Whitman’s Summer Studies in China program or other China-related trip will be one of these four courses each year. [↑](#footnote-ref-1)