



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. See registration form.
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.