MEMORANDUM

To: Deans and Department Chairs

From: Paula Short, Senior VP for Academic Affairs and Provost

Cc: Jaime Ortiz, Vice Provost for Global Strategies and Studies

Date: December 19, 2014

Subject: Global Faculty Development Fund

Over the next five years, Global Strategies and Studies (GSS) will position the University of Houston (UH) as a major global university. As such GSS will facilitate the strategic engagement of the colleges, centers, and departments with its partners across the world to promote and enhance their worldwide brand, reputation, and visibility related to global educational instruction, scholarly research, and experiential learning both inside and outside the classroom to graduate world-class, cross-culturally diverse, and competent individuals.

To further faculty involvement in the globalization process of the university, I have established the Global Faculty Development Fund (GFDF) to increase both the assortment and quality of UH’s global programs by helping faculty to defray the costs of engaging in innovative global activities. Examples of which are: i) facilitating the development and implementation of a faculty-led learning abroad program, ii) sponsoring the visit of an internationally-renown guest speaker, iii) presenting at scholarly conventions or professional conferences, or iv) supporting memberships of an international academic center or program.

The GFDF will be implemented as follows:

1. The GSS will allocate up to $1,500 per fiscal year to one faculty member per academic department towards the development or enhancement of a global initiative.

2. Interested faculty members will prepare a short proposal explaining the need for funds and highlighting the purpose and benefits of the global initiative to UH. The proposal will require the signature of the department chair and dean.

3. The proposal should be submitted to GSS at least two (2) months in advance of the intended start date for the global initiative. A decision will be made by GSS, in consultation with me one (1) month prior to the intended start date.

4. It is expected that the sponsoring academic department, college, or center will also contribute, in equal terms, to the related expenses of the faculty member. Any additional funds required should be sought from other sources.

5. Faculty recipients will provide a report to GSS based on the leads, outcomes, or results of the funded global initiative within one (1) month of its completion.
GLOBAL FACULTY DEVELOPMENT FUND

PROPOSAL

Global Initiative: ____________________________________________

Faculty: __________________________________________________

College: ____________________ Department: ____________________

Email address: __________________ Extension:____________________

Description

Amount Requested: $_____________________ College/Department Contribution: $________________

Signature:______________________ Date:__________ Department Chairperson

Signature:______________________ Date:__________ Dean of College