



## New Programs

Faculty interested in creating a new international study program should read [Principles to Guide International Programs [Link]] and then submit a completed New Program Proposal, which requires signatures from the faculty member's department and college. The proposal then goes to the International Study Programs office, where an ISP Coordinator will review it. After this, the proposal must be approved by the University Security Analyst, the Academic Oversight Committee, and the Director of the Kennedy Center. After all approvals are obtained, the department will be notified.

### WHEN TO BEGIN

Faculty should begin this approval process at least twelve months before the program's anticipated departure date, since multiple revisions of the proposal may be required before approval. Questions while filling out the proposal may be directed to International Studies Programs director Lynn Elliott, (801) 422-6244.

## **FACULTY BENEFITS**

Faculty benefits for all international study programs are governed by the university's ISP Benefits Policy. In all cases, the faculty member's home department provides compensation for teaching on the programs. It is also the faculty member's responsibility to arrange teaching loads and scheduling with their home department.