PROPOSAL FOR GROUP STUDY

Complete and return to the chairperson of the Academic Affairs Committee during the term preceding the term the group study will take place.
Refer to the COA Catalog for Information and Requirements.

TITLE: _____ TERM: _____
(60 characters maximum)

ORGANIZERS: _____ _____
(at least three) Print Name Signature

_____ _____
Print Name Signature

_____ _____
Print Name Signature

ADDITIONAL PARTICIPANTS: _____
(at least two) Print Name

_____
Print Name

STUDENT ADMINISTRATOR: _____ _____
Print Name Signature

COA STAFF SPONSOR: _____ _____
Print Name Signature

OUTSIDE RESOURCE PERSON: _____ _____
Print Name Signature

TOTAL BUDGET REQUEST: $_____

On an attached sheet, please provide the following information:

1. Describe the educational goals of the Group Study. What is to be learned?
2. Attach a short (approximately one paragraph) description of the Group Study, its purpose(s) and its goal(s).
3. Identify the products which will result from the group's work, such as oral presentations, performances, written reports, or physical objects.
4. Provide a syllabus for the term that includes a weekly schedule of activities and assignments and a proposed reading list. The syllabus should be handed out to all participants at the first meeting of the term.
5. Define the role of any outside resource person.
6. Describe the process and criteria that will be used to evaluate the performance of each group member.
7. Attach an itemized budget ($600 maximum) for the Group Study that includes items such as photocopying, travel, supplies, phone calls, lecture fees, and honorarium for an outside resource person.