College of Hotel Administration Faculty Institute on Core Course Design
Application Part 2

Print, sign and submit via campus mail by November 30, 2010 to:

Victoria Nozero
Director of Research & Education
University Libraries
Lied Library
M/S 7001

As a Fellow of the College of Hotel Administration Faculty Institute, I confirm that I will:

- attend and participate in the entire three and one-half day Institute from January 10 to 13, 2011
- attend and participate in two additional Friday morning workshops during Spring 2011
- complete and submit a syllabus for the new core course which I am assigned to teach based on the work of the Institute and my refinements throughout the year in collaboration with my colleagues and Institute Partner
- teach or coordinate the course that is redesigned as a result of this Institute
- participate in evaluation of both the Institute and my subsequent classroom experiences
- regularly attend events organized for the Fellows
- share my experiences with colleagues through web---based and public forums
- accept responsibility to work with other faculty and PTI’s who might be assigned to the course to ensure that course learning outcomes are met.

Applicant’s Name:_______________________________________

Applicant’s Signature:_____________________________________

Date____________________________________________________

As the Chair of the applicant’s department, I support this applicant’s candidacy and confirm that he/she will be able to teach the relevant core course.

Department Chair’s Name: _________________________________
As the Chair of the sponsoring department for the course(s) applicant is interested in teaching, I support this applicant’s candidacy and confirm that he/she will be assigned to teach the relevant core course.

Department Chair’s Name: ________________________________________________

Department Chair’s Signature: ____________________________________________

Date: _____________________________________