 

**STUDY GROUP PROPOSAL FORM – SUMMER 2017**

# THURSDAY, JULY 6 -­‐ TUESDAY, AUGUST 1, 2017

**PROPOSALS ARE DUE April 14, 2017**

|  |  |
| --- | --- |
| *Date Submitted:* |  |
| ***Proposed Study Group Title:*** |  |

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| **Study Group Coordinator Name** |  |
| First time Coordinator? Put an x in the box to the right. |  |
| Telephone |  |
| E-­‐mail Address |  |

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| --- | --- |
| **Co-­‐Study Group Coordinator Name** |  |
| First time Coordinator? Put an x in the box to the right. |  |
| Telephone |  |
| E-­‐mail Address |  |

**Provide the STUDY GROUP DESCRIPTION as you would like it to appear in the catalog in the box below**. **Include the overall theme and content. (200 word limit).**

* 1. The description should have a marketing edge. Begin with a sentence or two that will make people want to take your study group.
	2. Include the goal or value of the study group: What do you visualize the participants in your study group will receive from the classroom discussions?
	3. Are there any pre-­‐requisites of specialized knowledge (such as computer skills) that members should have to take this course? Can a participant be brought up-­‐ to-­‐speed by supplemental reading or class explanations?
	4. If you are using a book, include the book title (italicized), author, publisher, edition, copyright, and if the book is hardback or paperback. Also list film titles (italicized) that will be viewed and / or periodicals (italicized) that will be purchased by the study group participants. When considering books, please make sure they are easily obtainable. See samples for book title template.
	5. The description may be edited for style, consistency and conformity with SPS/NU standards.

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| **Maximum number of participants you prefer for your study group** |  |
| **Minimum number of participants your require for your study group** |  |

# This study group is a:

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| --- | --- |
|  | New Group |
|  | Continuing Group from the Spring, 2017 |

# Select the one subject area that best describes this study group. You may select any subject area *plus* Civic Engagement *if* your study group also involves the community. \*

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| --- | --- |
|  | Contemporary Issues |
|  | Civic Engagement |
|  | Creative Arts |
|  | History & Government |
|  | Literature |
|  | Science, Technology, Medicine & Health |
|  | Social Science |
|  | Other (Describe below) |

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\* Note: Civic Engagement Study Groups generally include an action component and may engage with the community through (1) Experiential learning (learning by doing ;) (2) Engaging with civic institutions and leaders, or combining academic study with volunteerism; and (3) Partner relationships with other organizations.

# List the full name of the book title (s), author(s), publisher, copyright, edition and whether the book(s) is (are) hardback or paperback. Complete and accurate information is appreciated. This information should be included in your study group description as well.

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1. **Why did you choose the SOURCE MATERIALS? Are the materials easily obtained?**

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1. **If the group will meet off site, provide the location(s), each contact name & phone number, and transportation arrangements.**

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1. **Estimate of study group cost for each participant:**

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| --- | --- |
| $ | Book(s)/Magazine(s) |
| $ | Travel |
| $ | Other |
| $ | **Total** |

1. **Participation required (place an X in all boxes that apply):**

|  |  |
| --- | --- |
|  | Reading |
|  | Home study |
|  | Open discussion |
|  | Presentations |
|  | Research |
|  | Writing |
|  | Other (Describe below) |

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# Will you or your members of the study group require special technical support, hearing equipment, or training to prepare for or participate in this study group? Please explain below:

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1. **What degree of technology familiarity do you feel is necessary for members to fully participate in your study group? (place an X in all boxes that apply):**

|  |  |
| --- | --- |
|  | Have and use email |
|  | Able to follow links to material on the Internet |
|  | Open Word and PDF attachments |
|  | Able to conduct searches or material on the Internet |
|  | Able to access Canvas and look at material posted there |
|  | Other (Describe below) |

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# Duration of Study Group:

|  |  |
| --- | --- |
|  | How many sessions in total will this group meet? |

# During what week(s) will this group meet?

**Put an AM or PM in boxes that reflect your first choice for day of the week you would like your study group to meet and the weeks your group will be offered.** (The shaded boxes are

blocked out for Summer Film Institute special events open for all. No study groups will be held on Wednesday July 12, Wed. July 19, or Wednesday, July 26)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Week** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **Wk 1: 7/4** |  | **Independence Day** |  | **Summer Session Starts, Thurs July 6** |  |
| **Wk 2: 7/11** |  |  |  |  |  |
| **Wk 3: 7/18** |  |  |  |  |  |
| **Wk 4: 7/25** |  |  |  |  |  |
| **Wk 5: 8/1** |  | **Summer Session Ends Tuesday****Aug 1** |  |  |  |

# Will this group meet more than once per week? If yes, explain your plan in the space below.

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| --- | --- |
|  | Yes |
|  | No |

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# Please rank from 1-4 your top 4 choices for when you would like your group to be offered.

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| --- | --- | --- | --- |
| **TIME SLOT** | **Morning** | **Afternoon** | **3:30 – 5:00 pm** |
| **Monday** |  |  |  |
| **Tuesday** |  |  |  |
| **Thursday** |  |  |  |
| **Friday** |  |  |  |

If you would like to meet at times that are not usually class times, e.g., earlier in the morning, later in the afternoon, or in the evening, or at locations other than Wieboldt Hall (Chicago) or 500 Davis (Evanston), explain your plan in the space below.

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