



REQUEST FOR PROPOSALS INTERNATIONAL SEMINAR SERIES

The Office of International Engagement* (OIE) requests proposals for the Fall 2022 and Spring 2023 International Seminar Series. We invite applications for semester-long international seminars focused on global, comparative, or trans-area international themes. Priority consideration will be given to applications jointly sponsored by at least two faculty or academic staff who work in different academic programs.

Funding

OIE will provide a start-up budget of up to \$20,000 per semester to cover expenses associated with the series. Funding can be used to bring in outside speakers, run symposiums, fund video conferencing, or promote events related to the international seminar theme. Funding cannot be used to purchase equipment. Funding must also be used to cover expenses such as the weekly lunch buffet, room and equipment reservations, promotional materials, as well as travel expenses for outside speakers. Typically, events are held weekly from noon – 1:00 p.m. on Wednesdays. OIE will serve as the administrator of these seminars unless a specific request is made otherwise.

Proposal Guidelines

- Cover page with names of faculty leaders; departmental affiliations; seminar theme; and contact information
- Four-page proposal, describing the theme to be explored and its significance including:
 - Expected outcomes
 - Names of potential Illinois State University faculty participants
 - Proposed external speakers and topics they may cover
 - Proposed budget, including sources of supplemental funding if available

Evaluation Criteria

- Focus on a global, comparative, or trans-area international theme
- Importance and originality of the theme
- Relevance of potential topics and expertise of potential speakers
- Expected outcomes from the international seminar
- Interdisciplinary makeup of seminar leaders and proposed presenters
- The extent to which the initiative builds on or connects to existing global or international programs and initiatives on campus.
- Potential impact on the Illinois State undergraduate curriculum

Application and Selection process

Proposals should be submitted in PDF format to Linda Bollivar at lbolliv@ilstu.edu no later than 4:00 p.m. on **April 4, 2022**. A five-member committee will review and recommend to the director the most promising proposals. Faculty serving in leadership roles in the International Seminar Series applications may not serve on the evaluation committee. The selected proposals will be announced on or before May 1, 2022.

*As of July 1, 2022, the Office of International Studies and Programs (OISP) will be known as the Office of International Engagement (OIE). The OIE will absorb all the staff, resources, and programs of the Office of International Studies and Programs and the International Pathways units.