

**Seminars and Workshops for
Chung Yuan Christian University Professors**
Submitted by
California State University, Chico

I. Program Overview

The Office of International Education (OIE) of the California State University, Chico (CSU, Chico) proposes a set of professional development seminars/workshops for 15 professors from Chung Yuan Christian University (CYCU) to consult with their counterparts at CSU, Chico on how to enhance their English language skills, further their knowledge of theories and methods for teaching their courses in English, and deepen their understanding of U.S. society, culture, and institutions. Building on the success of last year's program, the seminars/workshops will retain a similar structure and will provide these professors with an authentic U.S. experience, participation in cultural and social activities with Americans, and the opportunity to develop a wider understanding of their profession. The educators will attend seminars and English immersion activities conducted by CSU, Chico university professors and education professionals. They will also participate in relevant site visits in and around Chico, Sacramento, and San Francisco designed to enhance both their knowledge about US culture, institutions, and organizations/businesses, and their ability to practice speaking English in an immersion environment. This set of seminars/workshops is planned to take place from July 13, 2015 to August 2, 2015.

II. Capability Statement

CSU, Chico inhabits a special place in the intellectual history of California. Established in 1887, the former "Chico Normal School" and then California's premier "Teacher's College" has evolved into a comprehensive university serving the state,



nation and the global community. The Office of International Education implements activities relating to the university's mission to internationalize the campus. CSU, Chico is prepared to provide pre-arrival and upon arrival information and orientation to participants, monitoring of participants, proper maintenance and security of forms, record-keeping, and other requirements as necessary.

CSU, Chico is highly qualified to host professional development activities. International Training Programs (ITP) has an established reputation for successfully hosting international professionals from various disciplines and countries. Commitment to internationalization and promoting mutual understanding between nations is the motto exemplified by Project Director Diana Parks who has been managing these projects for the past 23 years. Based on past successes, including a successful CYCU Summer Faculty Seminar in 2014, and an experienced ITP staff and leadership, the goals and objectives of this set of activities are assured to be attained.

III. Seminars

CSU, Chico's ITP managers will custom-design a set of seminars/workshops on English teaching theories and methods to be held during the proposed period. Each seminar will be approximately three hours in length and will be conducted by a university professor or an expert in the subject matter. They may include:

- **Theory and Practice of Second Language Acquisition:** CYCU professors will examine the major issues in second language acquisition and teaching. Participants will be given opportunities to share from their own experiences and contribute to “hands-on” practice of innovative teaching methods.

- **Increasing Student Engagement through Inquiry:** CYCU faculty will participate in and examine the process of inquiry-based learning activities as a way of engaging students in the learning process.
- **Learner-Centered Classrooms:** CYCU faculty will learn to apply principles of teaching and learning to subject matter content as they developed their skills in connecting and engaging with students in English, planning, designing instructional strategies, assessing student learning and growing professionally.
- **Increasing Student Engagement and Achievement by Building Classroom Community:** CYCU faculty will participate in and discuss a number of activities designed to help them foster student-to-student engagement and participation, modify the activities to meet the needs of their students and the curriculum, and learn new methods for building community in a classroom.
- **Teaching Methods for Bilingual Classrooms:** CYCU faculty will be introduced to, analyze, and discuss the implications of multiple instructional strategies that may be successful for increasing their students' use of English in their classrooms.
- **Language Acquisition – Inclusive, Engaging, and Effective:** CYCU professors will be introduced to ways to create a dynamic, effective language classroom that maximizes the learning potential of diverse students. Topics to be covered include multiple intelligences theories, creative strategies, methods, and planning that support exceptional, relevant language acquisition within a classroom.
- **Integrating Culture in Teaching:** CYCU professors will explore with their colleagues at CSU, Chico the importance of using culture in teaching and how to use the building blocks for integrating culture into lesson plans. The five dimensions of Culture (according to Moran) will be introduced as a conceptual framework and the seven cultural products (according to Mishan) – literature, broadcast media, newspapers, music, etc. – will be explored for use as authentic materials.
- **Promoting L2 Oral Output in the Language Classroom:** CYCU professors will discuss the importance of and methods for increasing L2 oral output of their students in the classroom using group activities and pair work. The seminar will include intrinsic and external motivations for speaking and sample motivation systems to keep students speaking in the target language.

IV. English Language Immersion Activities

English immersion activities for the participant educators will be provided to demonstrate how to combine traditional classroom activities with experiential, immersion exercises to advance English learners' comfort and ability to use English in a native-speaking environment. Course instructors will model student-centered teaching methods in their classes. Some of the English seminars will be field trips that allow the participants to interact with native speakers in an authentic language environment and may include tours of a monastery, winery, production plant, shopping area, or market.

V. U.S. Culture

Site visits and cultural activities are an integral part of this set of seminars/workshops and will take place in and around Chico, Sacramento, and San Francisco, thereby providing participants with extensive regional experience which includes both rural and urban facets of the U.S. These visits will facilitate in-depth exchanges and initiate potential long-term connections with U.S. educators, community members and leaders. Cultural activities and site visits may include: a potluck dinner with Chico community members, the Coloma Gold Discovery Museum, the California State Capitol, the California Department of Education, other U.S. universities – both public and private, Mt. Lassen Volcanic National Park, Muir Woods National Monument, Golden Gate Bridge, Friday night concerts, Thursday night markets, and visits to university classes, and meetings with faculty peers at CSU, Chico.

VI. Budget Description

CSU, Chico has provided a **Detailed Program Budget** explaining proposed costs for a three-week professional development experience for 15 CYCU professors. The budget does not include international airfare, most food, required health insurance, or visa costs. The program will take place at California State University, Chico with short cultural tours to Sacramento and San Francisco, CA. The **Summary Budget** includes a cost-per-participant line for 15 people. Additional information on specific line items is outlined below:

1. **Administrative costs** have been kept as low as possible. Most of the salary costs are incurred during the three weeks of the activities with some additional time needed for setup and post-activity budget management and evaluation.
2. **Ground transportation** will consist of a CSU, Chico-owned university bus and driver for airport pickup and departure in San Francisco, trips to Sacramento, Mt. Lassen, San Francisco region, and local site visits.
3. Participants will be housed at **Craig Hall**. Craig Hall is a private residential facility geared toward university students during the school year. It is a 10-15 minute walk to campus and approximately 1.6 km to the nearest full service supermarket. The facility provides free wireless and wired Internet, laundry facilities, one communal kitchen with a sitting area, a fitness room, swimming pool, game room, and DVD borrowing. Participants will be housed in double suites but with their own bedroom, desk, small refrigerator, and a microwave. Two people will share one bathroom. The facility does not provide housekeeping services, so participants will have to clean their own bathrooms and bedrooms. The rate in a double suite is \$22 per person per night, plus a \$50 per room set up fee for sheets, towels, pillows, blankets, etc. and a one-time cleaning fee of \$50 per person. The professors from CYCU last year found the accommodation at Craig Hall quite acceptable. Based on feedback by last year's group, bowls and chopsticks will be added to the items provided in the communal kitchen, and the smell and cleanliness of the kitchen will be monitored regularly.
4. Participants will be housed in traditional hotels and share double rooms with two beds in **Sacramento** and **San Francisco**. A complimentary hot breakfast is included in the cost

of the Sacramento room. Both hotels in Sacramento and San Francisco provide wireless Internet in the cost of the room and are located within walking distance of famous tourist areas of cultural interest and reasonably-priced restaurants.

5. During classroom sessions a tea/coffee set up with a few snacks will be provided. A few group meals will be paid by the project to facilitate program activities and convenience. For example, in Sacramento a group dinner will allow the participants to experience a new cuisine. For the first morning in Chico, breakfast will be provided since the participants will not yet have had time to go shopping or been introduced to restaurants.
6. A few Experience America activities are part of the program plan and will be paid by program money, including a tour of the San Francisco Bay by boat and a visit to one of the San Francisco museums. Program management will obtain fee waivers for a number of cultural activities, including visits to Coloma Gold Discovery Museum, Muir Woods National Monument, and Mt. Lassen Volcanic National Park, to maximize activities without increasing costs.
7. Educational Materials at \$50 per person consists of necessary items for academic and cultural sessions. These items will be for the participants to take home.
8. The Research Foundation has approved a reduced indirect rate of 26% again this year. The standard Research Foundation indirect rate is 30%.
9. This agreement will be a fixed-price contract with CYCU and once an agreement is reached, CSU, Chico will send CYCU a contract to sign with specific dates for deadlines and required documents.

California State University, Chico

The CSU, Chico Research Foundation (A Non-Profit Organization)
 Chung Yuan Christian University
 Proposal Budget
 Internal Proposal No. 15-166

Program Duration: **Three Weeks**
 Number of Participants: 15
 Dates: May 1 to September 30, 2015
 Draft Date: 1/16/15

SUMMARY BUDGET FOR THREE WEEKS		Cost (15)
TOTAL COSTS		54,799
TOTAL COST PER PARTICIPANT		3,653

COST CATEGORY	Cost (15)
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I. ADMINISTRATIVE COSTS

A. Direct costs (Salaries, benefits, and support services)	
1. Salaries	
a. Diana Parks, Program Director, 16 days @ \$232/day	3,712
b. Bethany Pinegar, Program Manager, 28 days@\$160/day	4,480
c. Ann Thornton, support staff, 12 days @ \$120/day	1,440
d. TBD, support staff, 10 days @\$120/day	1,200
2. Fringe Benefits	
a. Diana Parks, Program Director, at 11%	408
b. Bethany Pinegar, Program Manager at 45%	2,016
c. Ann Thornton, support staff, at 11%	158
d. TBD, support staff, at 11%	132
B. Other Direct Expenses (Telephone, copying, office supplies)	400
Subtotal Section I (Administrative Costs)	13,947

COST CATEGORY	Cost (15)
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II. PROGRAM COSTS

A. General Program Costs(costs that do not vary according to the number of participants)	
1. Salaries	
a. University professors for 9 sessions @ \$250 per session	2,250
b. English professor for 9 sessions @ \$187.50 per session	1,688
2. Fringe Benefits	
a. Total of salaries x 11%	433
3. Ground Transportation	
a. Local Transportation for airport pickup, departure and trip to San Francisco, Sacramento, Mt. Lassen and local site visits; includes driver	6,000
4. Staff Travel for 3 staff (includes bus driver)	
a. Lodging and per diem	
1. Sacramento - Embassy Suites @\$107 + tax	513
2. San Francisco- Hilton Hotel for 3 nights @\$209/night +tax	2,562
Subtotal Section II A (General Program Costs)	13,446

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COST CATEGORY	Cost (15)
B. Participant Program Costs (vary by number of participants.)	
1. Lodging for 15 participants (Double Occupancy)	
a. Sacramento - Embassy Suites for 1 night @ \$59/night x 15 (8 rooms)	880
b. San Francisco-Hilton Hotel for 3 nights @\$209 + tax/night x 14 (8 rooms)	5,129
c. Chico - Craig Hall for 17 nights @ \$22/night x 15	5,610
Craig Hall set-up costs @\$50 each	750
Cleaning fee - \$50 per room	750
2. Group Meals	
a. Daily tea and snacks	180
b. Group Meals (4 or more meals)	1,200
3. Experience America Cultural Activities @ \$50 per person x 17	850
4. Educational Materials @\$50 per person x 15	750
Subtotal Section II B (Participant Program Costs)	16,099
Total Direct Costs (TDC)	43,492
Indirect Rate of TDC 26%	11,308
Total Costs (Section I and II)	54,799

CYCU July-August 2015 Three-week Program

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p><i>12 July</i></p>	<p><i>13</i></p> <p><i>Teachers Arrive SFO (bus transport to Chico)</i></p>	<p><i>14</i></p> <p><i>Group Breakfast Orientation - all day Welcome Reception</i></p>	<p><i>15</i></p> <p><i>AM: Orientation continued PM: English</i></p>	<p><i>16</i></p> <p><i>AM: Seminar PM: English Thurs Night Market</i></p>	<p><i>17</i></p> <p><i>AM: Seminar PM: English PM: Group Meeting Friday Night Concert</i></p>	<p><i>18</i></p> <p><i>Free Day</i></p>
<p><i>19 Sacramento Coloma Gold Discovery Museum Outlet Center Group Dinner</i></p>	<p><i>20 Sacramento California State Capitol Tour California Dept of Education Visit UC Davis Back to Chico</i></p>	<p><i>21</i></p> <p><i>AM: Seminar PM: English</i></p>	<p><i>22</i></p> <p><i>AM: Observe Classes/ Meet with CSU, Chico faculty PM: English</i></p>	<p><i>23</i></p> <p><i>AM: Seminar PM: English Thurs Night Market</i></p>	<p><i>24</i></p> <p><i>AM: Seminar PM: English PM: Group Meeting Friday Night Concert</i></p>	<p><i>25</i></p> <p><i>Free Day Brunch at Diana Parks' House</i></p>
<p><i>26</i></p> <p><i>Mt. Lassen Volcanic National Park</i></p>	<p><i>27</i></p> <p><i>AM: Seminar PM: English</i></p>	<p><i>28</i></p> <p><i>AM: English PM: Seminar</i></p>	<p><i>29</i></p> <p><i>AM: Seminar Group Lunch PM: Group Meeting Farewell Dinner</i></p>	<p><i>30 San Francisco</i></p> <p><i>Travel to San Francisco Muir Woods Golden Gate Bridge Group Dinner</i></p>	<p><i>31</i></p> <p><i>Visit Stanford University</i></p>	<p><i>1 August</i></p> <p><i>San Francisco</i></p>
<p><i>2 San Francisco</i></p> <p><i>Depart to China from SFO</i></p>						