

Community Studies Center &  
Center for Global Study and Engagement  
Dickinson College

**MOSAIC PROGRAM DEVELOPMENT**

Mosaics programs take a great deal of time to envision and plan. This may require many brainstorming meetings, close work within departments, inter-departmental discussions and close collaboration with the CSC and CGSE. It may also mean a scouting trip to a potential location.

Program Development (PRE-PROPOSAL)

I. DEFINITIONS, CONTACTS & TIMELINE

A. **MOSAICS**

The American and Global Mosaics are intensive, interdisciplinary, semester-long research programs designed around ethnographic fieldwork, oral history, and immersion in domestic and global communities. Their objective is to encourage students to think reflexively about the diverse world in which they live as they engage in collaborative work with local, transnational, and international communities. The Mosaics provide opportunities for students to meaningfully apply what they are learning in the classroom, both theoretically and methodologically, to the world beyond – and to bring their experiences in the world back into the classroom. The design of a specific Mosaic program is driven by pedagogical and research concerns, community needs and interests, and faculty expertise and availability. A number of different models have emerged, from a full semester of coursework taken by students with 2-3 faculty from different disciplines to cluster courses, to a one-credit course that integrates a winterterm research trip.

Examples of various models can be found at Center for Community Studies (CSS) website: [What is a Mosaic?](#) and [American and Global Mosaics](#).

Contacts: Susan Rose, CSC; (additional secondary points of contact: CGSE; Samantha Brandauer, CGSE)

Development Timeline: 2-3 years out

Conversations with the Director of Mosaics (Susan Rose [rose@dickinson.edu](mailto:rose@dickinson.edu)) should begin well before the final proposal and budget is due to Community Studies and CGSE.

#### **Mini-mosaic Fall semester/traveling in January**

- Proposal deadline with budget and chair support – **Nov. 1<sup>st</sup>**
- GEAC approval by end of Nov.
- Application open by end of March
- Info session and target emails April and beginning of Sept.
- Application deadline – **Sept. 15<sup>th</sup>**
- Applicants sent to Fin Aid, apps cleaned up, conduct and fin hold reports
- Students accepted end of Sept.
- Students receive aid information mid Oct.
- Commitment deadline end of Oct.
- Budget meeting end of Oct.
- Students billed in Jan.
- Pre-departure meetings early Dec.

#### **Mini-mosaic Spring semester/traveling Spring Break**

- Proposal deadline with budget and chair support – **March 15<sup>th</sup>**
- GEAC approval by mid-April
- Application open by start of Fall semester
- Info session and target emails Sept. and Oct. (showcase at fair)
- Application deadline – **Nov. 1<sup>st</sup>**
- Applicants sent to Fin Aid, apps cleaned up, conduct and fin hold reports
- Students accepted mid-Nov.
- Students receive aid information early Dec.
- Commitment deadline second week of Dec.
- Budget meeting second week of Dec.
- Students billed in Jan.
- Pre-departure meetings late Feb./early March

#### **Mini-mosaic Spring semester/traveling in May**

- Proposal deadline with budget and chair support – **Sept. 1<sup>st</sup>**
- GEAC approval by mid-Sept.
- Application open by Oct. 1
- Info session and target emails Oct., Nov., Dec. (showcase at fair)
- Application deadline – **Feb. 1<sup>st</sup>**
- Applicants sent to Fin Aid, apps cleaned up, conduct and fin hold reports
- Students accepted mid-Feb.
- Students receive aid information end of February
- Commitment deadline mid-March

- Budget meetings end of March
- Students billed in May
- Pre-departure meetings end of April and early May

#### Fall semester “full” mosaic (at least 3 courses)

- Proposal deadline with budget and chair support – **Nov. 1<sup>st</sup>**
- GEAC approval by end of Nov.
- Application open by end of Jan.
- Info session and target emails Feb.
- Application deadline – **May 15<sup>th</sup>**
- Applicants sent to Fin Aid, apps cleaned up, conduct and fin hold reports
- Students accepted end of March
- Students receive aid information mid-April
- Commitment deadline end of April
- Budget meetings end of April
- Students billed in July
- Pre-departure meetings in Fall

#### Spring semester “full” mosaic (at least 3 courses)

- Proposal deadline with budget and chair support – **March 15<sup>th</sup>**
- GEAC approval by mid-April
- Application open by beginning May
- Info session and target emails May and beginning of Sept.
- Application deadline – **Sept. 15<sup>th</sup>**
- Applicants sent to Fin Aid, apps cleaned up, conduct and fin hold reports
- Students accepted end of Sept.
- Students receive aid information mid Oct.
- Commitment deadline end of Oct.
- Budget meeting end of Oct.
- Students billed in Jan.
- Pre-departure meetings in Spring

## II. PROGRAM FEE INFORMATION

- A. Program Fees are set in advance of program marketing by the Center for Global Study and Engagement & Financial Operations.
- B. All participants are expected to take the course for full credit, unless special permission is granted by both the program director and Center for Global Study and Engagement. Fee includes the following:
  1. Room & Board while on excursion portion of the course
  2. In-country Excursions
  3. Required health & travel insurance
- C. Fee DOES NOT include:
  1. **INTERNATIONAL AIRFARE**

2. Tuition for the credit-bearing portion of the course
3. Any required visa(s)
4. Travel to/from airport of departure
5. Incidental expenses

### III. BUDGET INFORMATION

- A. Each program must be self-sustaining.
- B. Before submitting a proposal faculty must meet with a staff member in Global Accounting to come up with a preliminary budget (see budget proposal form).
- C. If the program participation is not high enough and/or the program budget projects a deficit, the program may be canceled, unless special approval is granted.
- D. A minimum number of students may be required to make the program financially viable. A decision may be made, in consultation with the program director(s) and CSC and CGSE to cancel the program if participation drops below the required minimum.

### IV. SALARY INFORMATION

- A. Director Salary for Mosaics: \$1,200 for program administration.
  1. Director(s) receive(s) a base salary of \$1,200 for directing the program.
    - a.) Directing the program includes marketing, pre-departure logistics, program structure, on-site coordination, etc.
- B. Summer Mosaics \$4600 + \$1200 for coordination.
  1. Director(s) receive(s) a base salary of \$4,600 for teaching the program course and can receive an additional \$1200 if they also coordinate the program.
    - a.) Coordinating the program includes program structure, on-site coordination, etc.