Global Learning   Virtual Exchange   Proposal : Overview

Faculty interested in developing a Global Learning Virtual Exchange must review this document which outlines the steps that must be completed to establish an approved virtual exchange.

In addition faculty should:
- x   0 Td ( )Tj EMC addreditationg reqairements, and
- x   Review the TTUHSC Global Learning Virtual Exchange Toolkit which, in addition to this proposal document, includes a guide on developing virtual exchanges, additional links and resources, an evaluation tool, and other documents necessary for the implementation of a successful virtual exchange.
  - o   The toolkit can be accessed on the Office of Global Health website at the following link:

The steps that must be completed when developing a virtual exchange are outlined below.

STEP 1: Global Learning   Virtual Exchange   Preliminary Proposal

After identifying an international partner for the virtual exchange and meeting with this partner to discuss the preliminary details of the experience, TTUHSC faculty must complete the Preliminary Proposal.

In this document faculty are expected to provide an overview of the proposed virtual exchange with as many details as possible. The summary should include information about the international partner, the type of exchange model, and how credit/clinical hours will be awarded if applicable.

This document must be completed, reviewed, and routed for approval a minimum of 90 days prior to the implementation of the virtual exchange.

After completing the Preliminary Proposal, the document must be routed for review and approval. A routing sheet has been provided with the document.

STEP 2: Global Learning   Virtual Exchange   Proposal

After receiving approval (see Step 1), the faculty partners must further develop the logistics of the virtual exchange by meeting as often as needed to complete the Proposal.

The Proposal is intended to generate deeper conversation around the development of the exchange and ensure all potential challenges have been discussed and logistics determined.

STEP 3: Global Learning   Virtual Exchange   Pre-implementation Summar   y – Final Approval

After the details of the virtual exchange have been determined and prior to implementation, TTUHSC faculty must update the key stakeholders of the progress of the exchange and receive final approval by completing the Pre-implementation Summary.

After completing the Pre-implementation Summary, the document must be routed for final approval. A routing sheet has been provided with the document. After signatures have been obtained, a copy must be forwarded to the Office of Global Health for our records.

This document must be completed and routed for approval a minimum of 30 days prior to the implementation of the virtual exchange.

STEP 4: Global Learning   Val Heu.9obaV 7.87 0 Td [HA3nletC1 /2E,(gr0iy;A.a6Cn52E,l.5 (ep)-.6 0 Tl [(.5 (d [(9