

CALIFORNIA STATE UNIVESITY, LONG BEACH  
CENTER FOR INTERNATIONAL EDUCATION

**FREQUENTLY ASKED QUESTIONS FROM FACULTY  
REGARDING THE LONDON SEMESTER**

1. *What courses should I offer while in London?*

For the most part, faculty can teach any course in London which has some relevance to the setting, that is, either to London itself or to the UK more generally. Occasionally, we have even chosen faculty who teach courses which have a more broadly European purview. In addition, you will serve as the faculty of record for the British Life and Culture (BLC) course, and supervise students who choose to do an internship in London (see number 3 below for more information).

2. *Must the courses I teach be applicable to students' General Education requirements?*

The short answer is “yes.” Our experience over the years is that this is usually what students are looking for, and so they sign up for these courses in greater numbers than non-GE courses (although some GE courses might double-count for the major). Because of the new General Education Executive Order, in order to be considered for this position, you should propose courses that have been approved for upper-division GE credit in category B, C, or D. To learn more about the current London Semester Program, [see our website](#).

3. *How many courses do I teach?*

As mentioned above, London Semester faculty teach two lecture/seminar courses while in London. They also serve as faculty of record for the British Life and Culture (BLC) course organized by a London-based instructor. In coordination with our London service provider, that instructor works with faculty to bring in speakers on relevant topics having to do with London or the UK (politics, economics, culture etc.) for the BLC class, which is graded on a “Credit/No Credit” basis. The BLC class is a mandatory course for all students participating in the London Semester program. The faculty member will also supervise an internship course in London or allow individual students the option to engage in a directed studies course in their field, when needed. Finally, it is important to note that students are not allowed to add or drop courses once they are in London.

4. *What kind of a teaching schedule will I have in London?*

Each academic course offering will be taught two days a week. The BLC class is offered once a week and involves field trips. Faculty are expected to accompany students on these field trips.

5. *I've heard there are internships and community service opportunities available to students while in London. How does that work?*

Our service provider has specialized staff to assist students who want to participate in internships or community service while in London. Students should have upper-division standing, check with their department for any specific requirements, and register for the class here at CSULB before leaving. Internships usually run three days a week from 1:00 to 6:00 pm in professional London settings.

6. *Who provides student housing, classroom space etc. for us while in London?*

The university contracts with the American Institute for Foreign Study (AIFS) as its London service provider. AIFS provides classroom space, as well as a host of other services, including student housing, arrangement of field trips, travel advisement and assistance for students, etc. They also arrange for British home stays for students who prefer not to live in student flats. Additionally, AIFS provides office space for faculty, and other kinds of assistance to both faculty and students while in London.

7. *What is meant by the London Semester Consortium?*

The London Semester Consortium refers to the two CSU campuses which have combined forces to offer the program in London each semester, CSULB and CSU Fullerton. Each campus sends one faculty member, who teaches two courses in their discipline and, as mentioned above, these faculty members also participate in the BLC course. All students must take the BLC course. Aside from that, students sign up for three other courses taught by either of the two CSU faculty members. Note that, for financial aid purposes, students must take a minimum of 6 units from their home campus.

8. *What are the dates of the London Semester?*

The London Semester normally begins in the late January and concludes in mid April.

9. *Will I continue on my regular salary while I am teaching on the London Semester?*

Yes, faculty members are paid their normal full salary, just as if they were teaching their full load of classes on campus.

10. *Do I have to pay for my own airfare to London, and must I accompany students on the group flight?*

Faculty members buy their own tickets to and from London. If the minimum enrollment is met, the faculty member is reimbursed by AIFS up to the amount it would cost them if they were to go on a student group flight to London.

11. *I have heard that housing in London is expensive, and I will have to continue paying my home mortgage, or apartment rental here locally while I am there. Is there any financial assistance for me regarding housing in London?*

CSULB reimburses faculty up to \$4,000 to assist with housing while in London, and (if minimum enrollment is met) AIFS also reimburses faculty up to \$4,000, for a total housing assistance package of \$8,000.

12. *Do I have to find my own housing in London?*

The short answer is “yes.” AIFS, however, gives faculty a list of possible residences in or near central London, which they may contact, if they so choose. In addition, our “London Semester Faculty Alumni” cadre on campus is an excellent source for suggestions as to where to stay in London.

13. *What am I obliged to do in London, aside from my teaching duties?*

While your teaching duties are the main thing you must do while there, we also want faculty to interact as much as possible with students. Exactly what that means varies from faculty member to faculty member. Some individuals, for example, have gone out of their way to lead voluntary groups of students to various sites and places of interest in London. AIFS also arranges several trips for the group while they are there (Stonehenge etc.). It is expected that faculty will accompany students on these trips. In addition, note that for many London Semester students this may be their first time outside of the United States (for some, it is their first time outside of southern California). There is the expectation, therefore, that faculty members in the consortium more or less keep an eye on students from their home campus. For example, if a student appears to be depressed, or to be acting out in some way, particularly if that behavior were disruptive to the group, we would want the faculty member in question to work closely with AIFS staff to talk with the student, and to see what could be done for him or her. In general, we look for very student-oriented faculty members for the London Semester, who enjoy working and interacting with students.

14. *Are there any other faculty duties, or ancillary obligations, associated with the London Semester?*

The Education Abroad Office in the Center for International Education takes on the main responsibility for advertising the London Semester to students, as well as the processing of all application paperwork. We also very much need faculty assistance, however, to get the word out. Therefore, we ask faculty to talk about the program first of all in their own classrooms, but also to do whatever else is in their power to assist in the disseminating of information about the London Semester to CSULB students. This includes, but is not limited to, attending as many student “Information Sessions” as schedules will allow, assistance with getting fliers distributed in their department/college, etc. In addition, faculty attendance at the student Pre-Departure Orientation Session is required. We also ask faculty to work closely with the staff in the Education Abroad Office by supplying descriptions of the courses they propose to teach for inclusion in the London Semester website, as well as early information on the text book(s) they will require students to buy for their courses.

15. *Is my department compensated for absence?*

Yes. Academic Affairs supports the London Semester by compensating departments at the vacant rate.