OPTYCs
The Organization for Physics at Two-Year Colleges

Creating Environments that Reach Every Student: A Capacity Building Program

Applicant's Contract

Applicant Name: _____ _____
First Last

Institution Name: _____

If I am selected for the **Creating Environments that Reach Every Studet: A Capacity Building Program** for Two-Year College Faculty, I agree to fully participate in the entire two-year experience. This includes:

- **Immersive Discussion Retreat (January 18-19, 2025)**
  St. Louis Union Station Hilton Hotel, St. Louis, Missouri
  I will attend this retreat, which will begin at 8:00am on January 18, 2025, and will end by 8:00pm on January 19, 2025. I commit to being present for the entire retreat (which may necessitate arrival on Jan. 17, and departure after Jan. 19). I understand that OPTYCs will reimburse my accommodations at this hotel for three (3) nights.
- **Online (synchronous and asynchronous) discussions (January - December 2025)**
  I will contribute at least once per month to our online community; this may involve asynchronous contributions to an ongoing discussion about related experiences, research, or books or synchronous meetings to share and continue learning. I understand that this commitment is expected to take 2-3 hours/ month. In building a more inclusive environment, I recognize that this time commitment will be related to my regular curriculum and class planning, and will help me be more effective with all my students.
- **Reunion Conference (January 2026; tentatively Las Vegas, NV – specifics will be confirmed early 2025)**
  I will attend this one-day meeting, during which I share my experiences and reflections on my progress in this program. I will also develop a dissemination plan for the following year, bringing my training to my community, which may include: my department, college, local region, or at a national meeting.
- **Online (synchronous and asynchronous) discussions (January - December 2026)**
  I will to contribute to online discussions, sharing my experiences as I disseminate my training and progress, and I understand that these commitments are expected to take 2-3 hours/month. The virtual commencement conference will take place in December 2026.
- **Other data collection and evaluation expectations** I will complete evaluation surveys which will be reviewed by the OPTYCs organizers and/or external evaluators to understand the impact of this program and to improve it for the future. The external evaluators may make use of other project data, including observations of activities, and registration. My contributions and information will remain confidential within the project and project personnel, and results will only be reported in aggregate.

_____ _____
Applicant's Signature Date

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