

IEC Meeting Minutes

April 21st 2009

Present: Diane Kelley, Donn Marshall, Heidi Orloff, Jan Moore, Jannie Meisberger, John Lear, Tristan Burger, Jonathan Stockdale, Lynnette Claire, Peter Wimberger

The meeting was called to order at 2:03. Minor changes in language were made to the previous meeting minutes.

M/S/P

Meeting minutes from April 7th were approved.

New Business

The committee considered what circumstances and wording should apply to students who miss the deadline for study abroad. Diane proposed a working draft that was worded:

A student who fails to meet the February 15 application for study abroad for the upcoming academic year may apply late (insert date here?) only in extraordinary circumstances. These circumstances must be explained thoroughly and convincingly in a statement from the student. The student's statement must also be submitted with a letter of support from a faculty member.

A discussion ensued on the process for students who missed the deadlines and how petitions would be handled. Diane wondered about specific wording for exceptions to the deadline and how they would be viewed. Peter brought up the point that transfer students may not be able to meet the new one deadline rule. Jannie clarified that although transfer students must be at Puget Sound for a year before they go abroad, they can still apply during their first year. John Lear wondered if the exception to deadlines was dependent on the specific program and their cut-off dates or if it was dependent on the University set deadline. Jan reminded us that in many cases the minimum time frame for receiving a student visa was 3 months. Lynnette voiced concern over defining exactly what extraordinary circumstances entailed. One instance of extraordinary circumstances was brought up by Lear, in that what if a student applies to one program and changes his/her mind and would like to attend a different program. The committee asked Diane what had been discussed by the foreign languages concerning the one deadline rule. Diane reiterated that there was some concern for students that declared majors late and that they would be hindered

by the single deadline. Heidi brought up the point that maybe the wording on extraordinary circumstances should be broad, as each situation should be dealt with individually. Donn proposed new language to the above working draft.

“Students are expected to complete the application for study abroad by the February 15 deadline. Appeals to extend this deadline will be considered only in exceptional circumstances, which must be explained thoroughly and convincingly in a written statement from the student and accompanied by a letter of support from a faculty member. Petitions will be considered by the International Education Committee.”

M/S/P

Residency Credit:

Peter opened the discussion with talk of residency credit as it applies to UPS tuition. He wondered if all approved programs would move to partner programs when the new billing structure is implemented. This change would apply to all incoming students in 2009/2010. There will be a two year overlap in the financial process when moving from the old system to the new system. Some confusion was noted over whether summer programs count towards residency credit. Jannie confirmed that most summer programs count for residency credit and that students pay the program fee plus \$500 administrative fee for summer programs. Peter said that he would bring language to the next meeting to move all approved programs to the partner program list effective for students entering in Fall 2009.

Prioritizing Study Abroad:

We began a discussion around the question of how to prioritize study abroad for students in the event that the new study abroad budget can't provide for student demand. Peter explained that the new study abroad budget may not be large enough for all students to study abroad under the existing financial structure (approved and partner programs). A question of whether we would be rationing study abroad during the next two years came up. Diane said that she thought that there was an understanding that the University would honor what was told to the students as they entered the University. Jannie also thought that this was the case with quotas applied to incoming first year students (2009/2010). Jonathan asked that we be supplied the exact wording that went out in the letters supplied to incoming students. Since it is possible that not all students who want to study abroad will be able to study abroad in the future, Lynnette wondered how we word it so that students strive to be good candidates for the program. A general conversation of the committee made it clear that all members thought that the University should honor its commitments made to

students who were already at the University. It was also thought that it should be made clear that not all students may be able to study abroad under the new guidelines.

The meeting was adjourned at 2:53.

Respectfully,

Heidi Orloff