

Meeting of the International Education Committee
September 17, 2010
Wyatt 326

Committee members present: Lisa Ferrari, Lisa Griswold, Michael Johnson, Diane Kelley, Janet Marcavage, Donn Marshall, Jan Moore, Tanya Stambuk, Peter Wimberger, and Kelly Wyman.

Peter called the meeting to order at 3:05.

Minutes from the September 3rd meeting were corrected and approved.

Peter reminded the committee of the study abroad fair on Tuesday from 11-2 in the Rotunda.

Lisa Ferrari gave an update on the search for the new Director of International Programs. The search is currently closed and Dean Kris Bartanen is reconsidering how to restructure the job posting. The “season” for this kind of search is the spring. Kris will be asking for recommendations by the search committee. More information will be forthcoming. Jan thanked the faculty for being very helpful during this transition period, particularly the faculty in Foreign Languages.

Peter said a student has already submitted a proposal for the addition of a new Study Abroad program by CIEE in South Korea. The deadline for these proposals is October 15. He suggested that we ask Kathleen Campbell to speak with the CIEE representative about this program at the Study Abroad Fair, and the committee agreed.

In the past, we have needed selection committees to consider student petitions for exceptions to the study abroad application rules in both the fall and spring semesters. This year, however, there is only one spring application deadline. Two other changes are that the pre-application is now online and goes directly to Jan – six students have done this already – and that faculty references no longer go straight to OIP but can be submitted online directly to the programs. Jan requests that instead of a fall selection subcommittee, we have a subcommittee this year to look at the new application form and process. The committee agreed. This subcommittee will consist of Diane Kelley, Janet Marcavage, Donn Marshall, Lisa Griswold and Kelly Wyman. The other non-chairing faculty members on the committee will make up the spring selection subcommittee: Don Share, Mei Rose, Tanya Stambuk and Gareth Barkin.

Peter then moved the discussion to the prioritization of the charges that we submitted last spring to the Faculty Senate:

Proposed Charges for 2010-2011

We propose the following charges to the IEC for 2010 -11:

- A. Review and approve new and existing international education programs and program proposals, including programs led by university faculty. Reevaluate programs placed on probation.
- B. Evaluate offerings from a global and disciplinary perspective with an eye to providing coverage in geographic and disciplinary areas that are currently not represented or are underrepresented. Complete the consultations with departments to find out if there are programs that they think we should have, or have additional insights about programs we have that they don't think we should keep.
- C. Assist the Office of International Programs in selecting students for study abroad.
- D. Communicate with Office of Institutional Research to make sure that the Study Abroad Survey is administered to students prior to leaving and again 6 months after they return from study abroad.
- E. Finalize criteria for choosing students in the event that demand exceeds the Study Abroad budget.
- F. Establish a process through which demand relative to budget will be assessed and the criteria applied in a timely manner.
- G. Continue work with faculty to encourage the integration of study abroad experiences into on-campus classes and research symposia, and work with the SLC and Dean of Students to encourage integration of study abroad experiences into co-curricular activities.
- H. Discuss Summer Programs including resources for faculty who are interested in offering Summer study abroad classes and how to better publicize opportunities.
- J. Discuss and recommend BTF request for Study Abroad.

Working under the assumption that these charges will not be greatly modified when we receive our charges from the Senate this year, discussion ensued.

Charge A: Jan will determine whether or not we have programs that are still currently on probation and report back to the committee.

Charge B: Mark Harpring will collate the departmental responses that he gathered last year and give them to Peter.

Charge C: Committee selection was just made in this meeting.

Charge D: Co-Chairs Peter and Michael will work with Randy Nelson, Director of Institutional Research, about a pre- and post-assessment of study abroad students.

Charge E: During the last meeting of the IEC in the spring, we recommended that if the study abroad budget is ever inadequate to cover all students who want to study abroad that year, top priority be given to:

- Students planning to attend UPS programs and language immersion programs
- First programs only - all students should be limited to only one program.
- Seniors who have not yet been abroad.

Other options were discussed at the end of last year, including a lottery.

Charge F: Process and timing of the application of the criteria in Charge E needs to be discussed.

Charge G: The chairs last year suggested we consider a subcommittee on this charge.

Charge H: We should find out who on campus would be interested in leading a summer study abroad program and how we can facilitate the development of this.

Jan wondered what OIP can do to support faculty who want to develop a new summer or short term program especially since a new director and assistant director of OIP will be coming in. Lisa G asked if there are any programs during spring or winter break. Jan indicated that Don Share offered one once on winter break, so it has happened. Tanya pointed out that a lot of faculty don't know about this possibility and we should get the word out about how to do it. Lisa F said that there are e-copies of handbooks. Jan will look for them.

Diane wondered if the administration would like input from this committee about what the new OIP directorship could look like since so far the hire has been unsuccessful. Lisa F said she is not sure if it is too late for that and that it depends on how comfortable Kris is with the position description that we have right now. Lisa also reminded us that some IEC members participated in groups brainstorming about this position last spring. Donn said that since we know more now than we did then, we may have different perspectives. Peter, who was on the search committee, said that if Kris chooses to continue this search and run it in the spring, it is not too late for our input into the position description.

Jan also indicated that student presentations on their abroad experiences are helpful in evaluating the programs. Michael asked what the students' responsibility is upon their return insofar as reporting. Jan responded that they must complete a

questionnaire about their experiences the following semester or they will not be able to register for classes. Kelly said this form took her two hours to fill out. Jan keeps these questionnaires for use in their library at OIP. They are shared with faculty who ask for them as well; Jan routinely sends them to Foreign Language and Literature department faculty upon their request. Kelly said it was difficult for her to find a program to suit her academic needs; it would be helpful for students to have information on programs more readily accessible.

Charge J: Jan says that Student Financial Services Office forecasts the number of students we predict will study abroad and the cost of programs, so we may not need to do this charge.

Peter reminded us that we were going to invite Maggie Mittuch to speak to the IEC, particularly regarding the process of this forecasting. Lisa F. indicated that the long range plan takes the instructional cost line and increases it by 5% each year but that Maggie would be able to answer questions about process.

Jan said she and Jannie wondered about how ethical it is to redirect students from expensive to cheaper programs. Switching a student's program after the student has chosen wouldn't be ethical. Peter indicated that this was not one of the recommendations; our final report only says we discussed it.

Peter suggested we prioritize Charges E through J, and also invite Maggie Mittuch to come talk to us. He will also get information gathered by Mark Harpring for Charge B and bring it to the committee.

Jan will also circulate a scanned copy of the student proposal to add a program in South Korea, and we will discuss it at our next meeting.

Peter adjourned the meeting at 3:55

Respectfully submitted by

Diane Kelley