

International Education Committee Minutes February 22, 2012 9:00 a.m.

Committee members present: Michael Johnson, Matt Warning, Mark Harpring, , Matt Ingalls, Roy Robinson, Sally Sprenger, Bob Boyles, Donn Marshall, John McCuistion, Tanya Stambuk, and Amy Rolle (student)

1. Approve minutes from 2/8/12 meeting
 - The meeting notes were approved as submitted.
2. Roy requested formation of a sub-committee to establish a policy should the university determine we need to limit participation in study abroad for budgetary reasons. The charge of this sub-committee would be to bring the criteria for limiting numbers of students participating in study abroad to the IEC committee.
 - Donn Marshall and Matt Warning volunteered to be part of the sub-committee
 - Maggie Mittuch or someone from Student Financial Services would also be on the committee to provide the financial rationale for this policy
 - As this issue has been explored frequently in past IEC meetings, Mark H will provide Roy with criteria from former discussions; for example students studying foreign languages or where study abroad is recommended for a major.
 - John M suggested that Roy talk to Alyce for insight into who makes the decisions for the study abroad budget as some funds have administrative budgets.

Roy reported that other schools have found various solutions to the budget issue:

- Willamette has fewer programs and students can only select 3 programs that they would be willing to participate in. They have to make an academic argument for why the programs are relevant to their course of study. Donn pointed out the challenge in expecting first year sophomores, some who have yet to determine a major, to make an academic argument for the value of the program.

The following suggestions were identified as considerations for the committee:

- The guidelines should be finalized well in advance in the eventuality that participation in study abroad would need to be limited
- It might be possible to establish criteria by allowing only students with at least junior standing to participate and/or limiting participation to a single semester or full year program. (summer programs would not be subject to this restriction)
- The policy must be published so that students have access to the information before applying.
- Would it be possible to have a 3-4 year budget cycle so that instead of denying students in a year with an excessive number of applicants that the overage would be compensated for by accepting fewer applicants the following year? Following such a plan would mean avoiding actually denying students who had already applied allowing for the ebb and flow of managing the budget restrictions.
- How do we establish the maximum number of students who can study abroad?
- Roy reported the number of students who can study abroad is determined based on the percentage of estimated students going on study abroad and the number of students in the class. The estimated number of students is used to figure the budget amount to be allocated to pay for study abroad programs

3. IEC member volunteer for the IEC/CC/ASC sub-committee

Lisa requested that Michael suggest a volunteer to attend the Curriculum Committee meeting on Monday, February 27th to support the argument that summer programs must run 6 weeks. Bob Boyles will be at the meeting as the faculty representative and Eric Orlin will present the case that programs of less than 6 weeks should be approved for credit.

Discussion included the following points:

- The default would be faculty led short term programs run for 6 weeks; but on a case by case basis exceptions to that time frame could be proposed subject to department approval then approval by the IEC.
- The need to establish criteria for approving courses(language programs might need to be 6 weeks)

- Need to be able to make the case for running a course for three to four weeks without sacrificing academic integrity
- Summer classes would be created based on different criteria than full semester classes.
- Study abroad courses are unique in that all contact hours don't need to occur in the classroom.
- The question of awarding credit raises the issue of faculty compensation and points to the need to establish a baseline of compensation relative to awarding of credit. What are the implications of awarding less than a unit of credit for a language program?
- Salamanca meets for 4 weeks and students earn full credit based on a previous agreement which indicates there is a precedent in the curriculum for approval of courses of less than 6 weeks.

Once it was determined that one of the options before the IEC/CC/ASC sub-committee is approving courses of less than 6 weeks duration and that the IEC supports this option, Michael agreed to accept Lisa's invitation to attend the meeting on February 27th.

4. Adding pre-requisites to Emory: Tibetan Studies Program
The committee discussed suggestions Kathleen Campbell provided about pre-requisites/concerns for the Tibetan Studies Program. Olive Smith is hoping to participate in this program which was endorsed by Greta Austin. Matt I offered to bring Kathleen Campbell's concerns to the attention of Stuart Smithers for review/approval by the Department of Religion.
5. Review steps for creating a faculty led summer program: Michael reviewed the steps in the document prepared with Roy that outlines the basic timeline for creation of Short Term Faculty Led Programs (STFLP).
 - In many instances they decided to cut and paste procedures from the Green Bay Proposal attached to the IEC meeting notes on 2/7/2012.
 - Roy sought input from the committee on what changes might be desirable after reviewing the proposed draft document
 - Lisa indicated that the process for approval of STFLPs is no different than the approval process for any other courses
 - The Curriculum Committee can be responsive to approval for courses with a shorter time frame
 - Roy suggested that funding will have to be found to conduct site visits prior possibly the summer before the program was to be offered. Site visits would need department approval and IEC approval.
 - Michael suggested that Burlington-Northern funds may be available but the MOU for those funds would need to be checked to determine whether those funds would be available.
 - Matt Ingalls offered that if faculty were already in the area or familiar with the site they might be able to establish criteria with a visit a few weeks prior to the course
 - . Finally it was determined that the timing and logistics of site visits would need to be established on a case by case basis at the discretion of t faculty creating the course

New Business:

Roy reported that Rob Beezer is seeking approval for a new program in Budapest for computer science similar to the Budapest math program. The committee agreed it would be advantageous for new program applications be submitted and reviewed on a rolling basis and not held until fall.

Meeting adjourned at 9:57

Sally Sprenger