

The IEC was charged with the following tasks for the 2014-2015 academic year (in bold). What was accomplished by the committee is indicated following each charge.

Senate charges to the International Education Committee 2014-2015:

1. With respect to the issue of sexual violence,

a. Continue to develop a protocol for reviewing study abroad programs that do not collect or report information regarding sexual violence;

b. Determine how to manage programs that do not report having student support services and response protocols for student safety in place;

In 2013-2014, the assessment process established by the IEC was to have the Office of International Programs collect the relevant information regarding sexual violence and include it in the approval and review process of international programs.

Providers, especially smaller providers have not responded to requests to provide information about their protocols. The OIS is putting together a spreadsheet of providers and their policies, or lack of policies. This is an ongoing process.

c. Continue to assess the efficacy of safety information provided to students before they study abroad, including sexual violence support and reporting procedures for each study abroad program;

d. The efficacy of Puget Sound reporting and response processes should an incident of sexual violence occur.

The University of Puget Sound, Study Abroad Pre-Departure Handout, was updated in October 2014. The OIP and Marta Palmquist-Cady met over the summer to develop this resource. A draft of the handout, "Sexual Harassment & Assault Abroad: Prevention & Seeking Assistance" is attached to this IEC Final Report. (Exhibit 1)

Associate Dean of Students and Director of Counseling, Health & Wellness Services, Donn Marshall, continues to work with the OIP to assess the efficacy of the study abroad pre-departure information on sexual assault prevention and the efficacy of the Puget Sound reporting and response processes should an incident of sexual violence occur.

The committee recommends that this charge be carried over to the next year.

2. Continue to review the current list of study abroad programs and eliminate expensive programs that do not provide something distinctive (e.g., language, discipline, or geography.)

A. Hispanic Studies

Hispanic Studies submitted a list of programs in Spanish-speaking countries to the IEC. The recommendation was that several programs be eliminated because Hispanic Studies does not allow credits earned in those programs to apply to their majors or minor and those programs do not have any significant programming that is not duplicated by a better program. On October 27, 2014, the IEC approved the elimination of the following programs:

Semester Programs

- CIEE: Liberal Arts, Santiago Chile
- IES: Area and Language Studies, Quito, Ecuador
- IES: Direct Enrollment, Quito, Ecuador

Summer Programs

- IFSA Butler: Summer Language & Culture at the Universidad de Buenos Aires, Buenos Aires, Argentina
- IES: Area and Language Studies, Barcelona, Spain
- IES: Intensive Internship, Barcelona, Spain
- Universidad de Valladolid, Valladolid, Spain

B. Programs in the United Kingdom

Puget Sound had 18 programs in and around London. It was difficult to advise students as to the best program with so many options. The goal was to create a small list of approved options while at the same time meeting the needs of our students.

The IEC voted to keep the following programs in the UK:

- Queen Mary Direct Enrollment
This program offers a direct enrollment opportunity. Students have guaranteed housing on campus. Extensive courses are offered in many subject areas, so most students will be able to find the courses they need.
- AHA International – London- Humanities Program
This meets the needs of students who want a liberal arts experience in London. It also provides an option for students who do not have a 3.0GPA as the GPA requirement is 2.5.
- Arcadia-London-London Internship Program
This was the most rigorous internship program in London.
- IES: London – Theater Studies Program
This program meets the specific needs of Theatre students wanting to study in London.

The IEC voted to remove the following UK programs:

- IES: London, Study London Program
- IFSA Butler: London, Queen Mary
- IES: London, Direct Enrollment Queen Mary
- IFSA Butler: Lancaster, University of Lancaster
- IFSA Butler: London, University College London
- IFSA Butler: London, King's College
- AHA International, London, Internship Program
- IES: London, Direct Enrollment, City University
- IFSA Butler: London, School of Oriental & African Studies
- IFSA Butler: Oxford, University of Oxford
- IES: London, Direct Enrollment, Courtauld Institute of Art

- IES: London, Direct Enrollment, Mountview Academy of Theater Arts
- IES: London, Direct Enrollment, Slade School of Fine Art
- IES: London, Direct Enrollment, University College London

C. Program Relocation and Expansion

The IEC approved the Madrid Summers Program at the University of Nebrija as a relocation and expansion of the Alcala Summer Internship Program. The Madrid Summers Program offers the following options:

- Internships in Business and Humanities in Spain
- Science Internships in Spain
- Hispanic Studies Summer Program
- Prospective Teachers of Spanish (K-12) Summer Program
- Foreign Language Graduation Requirement Program
- Independent Study Program Option

This is an ongoing charge to the IEC.

3. With respect to short-term study abroad programs,

a. Develop a template for proposing, organizing, and leading short-term study abroad programs.

The IEC developed and approved the following documents:

- Faculty-Led Study Abroad Program Proposal
- Study Abroad Initiatives Development Grant

These will be included on the Faculty Professional Development Opportunities web page and in the University Resources for Faculty Professional Development 2015-2016 document. An announcement will also be sent out via faculty.coms.

Copies of these documents are appended to the IEC Final Report. (Exhibits 2 and 3)

4. Investigate and recommend ways to significantly increase the enrollment of international students on campus.

This is a self-charge from requested by the IEC in Fall 2014 and approved by the Senate.

The IEC invited Elizabeth Orr, Assistant Director of Admission and International Admission Coordinator and Jenny Rickard, Vice-President of Admission, to speak at our meeting on Dec. 8, 2014. Admission is aware of the issue and is working on it. The IEC suggests that admission materials be provided to faculty who are working abroad so that they can help with recruiting and exchanges.

The best way for the IEC to contribute on this issue is to continue to develop exchange programs. Roy emphasized that departments needed to take ownership of specific programs and perhaps set up contacts with faculty. This is an ongoing process. The OIP met with representatives from the University of Essex, U.K. to discuss the viability of an exchange program. The OIP is moving forward on an exchange program with Koc University in Turkey. The University of Nebrija in Spain is a good option to be explored. OIP is examining possibilities in the Middle East and Africa for direct enrollment programs (CIEE Amman, Jordan and CIEE University of Botswana).

The committee anticipates that it will continue to work on this issue next year.

5. Investigate reasons for the recent, dramatic decline in the number of Puget Sound students electing to study abroad, and how it might be abated.

This is a self-charge requested by the IEC in Fall 2014 and approved by the Senate.

The IEC developed a "Study Abroad Decision Survey". This will be available on the OIP web page. A hard copy will also be available to advisors of freshmen and sophomore students as they consider the study abroad decision. A draft of the survey is shown in Exhibit 4.

The IEC has collected study abroad data from the Office of International Programs and the Office of Institutional Research. A copy is attached to this report. (Exhibit 5). The IEC has invited Dean Kris Bartanen to have a conversation with the committee on this issue. That meeting is scheduled for April 29, 2015.

The committee anticipates that it will continue to work on this issue next year.

6. Work with the Office of Institutional Research to review and evaluate the returning questionnaire for study abroad students.

The IEC requested a clarification from the Senate regarding whether it wanted a broader means of assessing effectiveness of the study abroad program via a sociological survey tool, or simply a revision of those few questions on the returning questionnaire that deal with the benefits of the experience. The response was to revise the survey.

The committee has had preliminary conversations about changes to the survey and recommends that this charge be carried over to the next year.

7. With respect to the work of the committee during 2014-2015, indicate in the end-of-year report whether the size of the committee was appropriate and identify any committee work that seemed superfluous.

The committee discussed whether its work could be accomplished with fewer faculty members. It concluded that it was beneficial to have representatives from different disciplines to address study abroad issues. It recommends that the size of the IEC remain the same but that some junior faculty members are appointed to the IEC so that they could become acquainted with university policy and financing issues regarding study abroad.

Over the year, the committee reviewed several student petitions and study abroad applications. Some of that work seemed superfluous. The committee recommends that it only needs to approve student petitions and study abroad applications to OIP for which there is a particular problem. Routine petitions and applications should be handled within OIP.

Respectfully submitted,

Gareth Barkin, Chair F14

Alva Butcher, Chair S15

SEXUAL HARRASSMENT & ASSAULT ABROAD: PREVENTION & SEEKING ASSISTANCE

Education and Prevention

- Learn about **cultural norms** in your host country. **Don't make assumptions** about dating, relationships, and social interactions. Instead, ask questions about gender related attitudes during your on-site orientation.
- Talk to local students. Learn about their experiences with dating and social interactions, and how these might differ from U.S. expectations.
- Learn about stereotypes of American students.
- Observe how the locals dress and act.
- **Know where not to go.** Ask your on-site staff or locals about which areas are riskier for American students.

Strategies to Reduce Risk

- Travel and go out in a **group**. Tell others where you are going and how you are getting there.
- **Don't assume others understand your boundaries.** Locals may have a different concept of personal boundaries, or may not stop behaviors that lead to sexual violations unless you take definitive action.
- You are the safest when **sober!** Never leave drinks unattended. Date rape drugs are as common in other countries as in the U.S.
- Get a cell phone that works in your host country – make sure it is charged and has credit available. Carry emergency numbers with you.

Personal Safety

- Don't be afraid to say **"No."** Don't worry about being rude. Your personal safety is most important.
- Tell your friends if you feel uncomfortable. Have a plan for what to do if this happens.
- Look out for your friends, and speak up if you are concerned.
- Pay attention to your internal voice that alerts you to danger.

If you are a victim of sexual assault:

1. Seek a safe place immediately.
2. Call the emergency number for your program. They know the host country laws and resources best.
3. Try to record as many of the details as you can recall.
4. Consider seeking immediate medical attention. If you do so:
 - a. Do not shower or clean up
 - b. Keep clothes in paper bag, not plastic.
 - c. Do not brush hair.
 - d. Do not use the toilet.

- e. Do not brush teeth.
- f. Do not clean up the crime scene.
- g. If you think predator drugs were involved, get tested.

When receiving medical attention:

- h. Test for STI's (Sexually Transmitted Infections)
 - i. Look into emergency contraception (if available and legal in that country).
5. Contact program provider or U.S. Consulate for information on reporting laws in country. They will know if police systems in that country are supportive of victims of sexual assault.
 - a. Consider filing a police report - bring someone fluent in host country language with you to the police station.
 6. Seek follow-up counseling and support
 - a. Check with your program provider for resources in the area of your study abroad location
 - b. Talk to someone. Confide in a friend or counselor.
 7. Contact International Programs for additional support, or especially if you can't reach or get adequate support from Program Provider.
 - a. International Programs (253-879-2515)
 - b. Campus Security Services (after hours) 253-879-3311

How to help a victim:

Support survivors of violent crimes. No matter what they were wearing, whom they were with, where they were going—they did not ask to be harassed, raped, or assaulted.

- Do not downplay assault or harassment.
- Do not share or laugh at inappropriate jokes, comments, or stories about assault or harassment.

Campus Resources:

http://www.pugetsound.edu/files/resources/1585_Sexual%20Harassment%20and%20Sexual%20Assault%20Survival%20Guide.pdf

http://www.pugetsound.edu/files/resources/1584_Sexual%20Harassment%20and%20Sexual%20Assault%20Prevention%20Guide.pdf

*This handout has been adapted from IES Abroad Educational Series: Sexual Assault Prevention, Evergreen College Study Abroad Handbook, and Puget Sound's Sexual Harassment and Sexual Assault Survival Guide.

Exhibit 2

Study Abroad Initiatives Development Grant

Instructions for Applying

The Study Abroad Initiatives Development Grants are to provide faculty with funds to help create new study abroad opportunities. Possible funding proposals:

- Site Visits - to assess the viability of a program location, organization or institution
- Program Shadowing – to accompany a faculty member currently leading a program abroad
- Faculty Visits – to meet with colleagues at other institutions to discuss new & collaborative program ideas
- Other ideas related to new study abroad program development

Proposals seeking other uses of the funds are also welcomed, but must be related to study abroad or international programs.

Faculty members seeking funding for study abroad initiatives are encouraged to contact Roy Robinson (rrobinson@pugetsound.edu), Director, International Programs to discuss plans for new program development, site visits or other study abroad related initiatives.

Deadlines: March 16 & October 1

The amount of funds available to support new initiatives will not be determined each year until mid to late February. The maximum amount of available funds is \$50,000. Proposals seeking substantial funding from this \$50,000 should plan to meet the March 16 deadline. Remaining funds, if any, will be allocated to proposals received during the Oct 1 deadline and on an ad hoc basis after October 1, if funds are still available.

Faculty members interested in applying for a study abroad initiative development grant will need to submit:

1. A narrative of no longer than 3 pages which addresses the nature of the proposal
2. A budget explaining the need and use of the requested funds
3. A letter of support from the Department/Program Chair explaining how the study abroad program would fit into the curriculum
4. A sample itinerary
5. A tentative syllabus (the proposed course does not need to have already been approved)

The IEC Advisory Sub-committee (4 members of the IEC and the Director of International Programs) will evaluate all grant proposals. Following is a list of criteria used to evaluate the grant proposals:

- Sustainability – will this program run on an ongoing basis or will it only run one time
- Academic integration into the department's/program's/university's curriculum
- Strong structured opportunities for developing inter-cultural knowledge
- Strong departmental/program support
- Cost effectiveness
- Strong demonstrated need for the funds
- Commitment to Puget Sound's international goals
- Collaboration among multiple departments, programs or universities

The completed application should be submitted to Roy Robinson, International Programs Director, CMB 1055, rrobinson@pugetsound.edu

Sample Initiative:

- Faculty member in Biology is working to create a new faculty-led study abroad program in tropical biology and submits a proposal seeking funding support to visit three possible university collaborators in Costa Rica and visit different sites for the proposed program.

Exhibit 3

Faculty-led Study Abroad Program Proposal

Instructions:

- All new study abroad programs and international activities, including non-credit based programs in which faculty or staff from the University of Puget Sound are bringing students out of the United States, must be proposed and approved in advance by the University of Puget Sound.
- New program proposals must be submitted a minimum of 12 months prior to the proposed program start date

Please submit the following to the Director of International Programs via email rrobinson@pugetsound.edu or CMB 1055:

1. Answers to the questions below
2. A letter of support from your department/program chair
3. A course syllabus if applicable
4. A sample budget

If you have any questions or need additional information, please contact the Office of International Programs (OIP).

Roy Robinson – rrobinson@pugetsound.edu – ext. 3653

Allyson Lindsley – alindsley@pugetsound.edu ext. 2513

Name:

Department/Program:

Will program require a 2nd faculty member?

Alternate faculty member if needed:

Program Info

Program Name:

Proposed Program Location:

Proposed number of days/weeks/semester:

How often do you intend to run the program?

Have you run this program previously?

Host University/Organization:

Contact Name, Title, and Address:

Please describe on-site support:

Please describe student accommodations and meal arrangements for the program:

Primary means of transportation:

What is the availability of computer labs, internet access and use of libraries, if needed?

Please describe the accessibility of services for students with disabilities:

Please describe the on-site orientation:

Other relevant on-site information:

Administration

Does your department/program fully support your proposal? Please attach a letter of support from your Department/Program Chair (REQUIRED):

Will other faculty members be willing to serve as subsequent program directors?

Are there other departments/programs that will co-sponsor or support the program?

Are other similar programs currently offered by Puget Sound?

Department/Program

Proposed Course (s): (Department/program and number; units; instructor; prerequisites:

Please attach a course(s) syllabus:

How does this course(s) relate to the department/program?

What academic need does this program fill for the department/program/university?

How does this program complement current departmental/program offerings?

Explain the rationale for choosing the proposed location(s) and course(s). How do you expect the location(s) to influence your teaching and students' learning? How will the host culture be integrated into the syllabus and student experience?

What is your experience in the proposed location(s)?

Student Recruitment

How many students do you plan to have participate in the program?

How will students be selected for the program?

What is the target student population?

Will this program (courses and location) appeal to the target population?

Are there enough students in the target population to meet the student recruitment needs?

How do you intend to promote the program?

Health/Safety/Security

What are the potential safety and security risks and concerns?

How has the safety and security on the program been vetted?

What are possible health risks in the locations of travel?

What are the local health resources?

Estimated Program Budget

Please attach an estimated program budget. Please contact the Director of International Programs for questions related to the budget.

The estimated budget should include

Airfare

Housing

Meals

Field Trips/excursions

Local Transportation

Visa/departure fees

Immunizations/Needed medicine

Course Materials

Other

Other

Is there any additional information you would like the committee to consider regarding your proposal?

Exhibit 4

Study Abroad Decision Survey [DRAFT]

Thank you for taking the time to complete this survey. Your answers are anonymous, and will help us better understand why students choose not to study abroad.

1. What is your primary major? [PULL-DOWN]
2. If you have a second major, what is it? [PULL-DOWN]
3. In your own words, please tell us why you opted not to study abroad. [OPEN-ENDED]
4. Do you plan to pursue study abroad in the future? [Y/N/DK, OPEN-ENDED COMMENT]
5. Please indicate how strongly you agree or disagree with the following statements about why you chose not to study abroad. [SA/A/N/D/SD/(N/A)]
 - a. I did not feel ready to study abroad.
 - b. I had personal (e.g., family, friends, health) reasons for not going.
 - c. I will fall behind in my Puget Sound degree if I study abroad.
 - d. Course credit will not transfer to Puget Sound as I expected.
 - e. My financial situation changed.
 - f. I was not able to apply enough of my financial aid to study abroad.
 - g. I became dissatisfied with the program I'd chosen.
 - h. I was not accepted by the program to which I applied.
 - i. I missed the application deadline.
 - j. I had difficulty with the visa process.
 - k. Other, please specify:
6. Of the reasons in Question 5, which were most significant to your decision? (Rank up to three)
 - a. [PULL-DOWN LIST OF ITEMS FROM Q5]
 - b. [PULL-DOWN LIST OF ITEMS FROM Q5]
 - c. [PULL-DOWN LIST OF ITEMS FROM Q5]
7. Which of the following steps toward applying did you take? Check all that apply.
 - a. Attended a study abroad information session
 - b. Met with someone in the Office of International Programs
 - c. Met with someone in Student Financial Services
 - d. Requested information from the Office of the Registrar about transfer credit.
 - e. Filled out an application
 - f. Attended a pre-departure session
8. We welcome additional comments about your study abroad decision. [OPEN-ENDED]

Exhibit 5

Study Abroad Data from the Office of International Programs

Number of students studying abroad as a percentage of their freshman class

2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
37.5%	33.5%	35.4%	32%	32.2%	28.6%	23.6%

These numbers do not include faculty led programs such as Pac Rim.

Number of Juniors studying abroad as a percentage of the Junior Official Fall Enrollment

2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
40.5%	36.4%	36.2%	35.7%	32.7%	29.6%	25.0%

These numbers do not include faculty led programs such as Pac Rim.

Study Abroad Data from the Office of Institutional Research

Percentage of students in each graduating class who have earned credit for study abroad

2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
38.8%	42.5%	36.2%	36.8%	33.7%	34.4%

These numbers include faculty led programs.

Remaining Funds from the Study Abroad Instructional Budget

	2013-2014	Projected 2014-2015
Study Abroad Instructional Budget	\$3,137,000	\$3,137,000
Program Costs	\$2,908,266	\$2,272,447
Remaining Funds	\$ 228,734	\$ 864,553