

University Council for International Affairs (UCIA)

May 3, 2007

325 Burruss Hall

10:30 – 12:00

Present:

Andrew Becker, Chair of UCIA, Chair of the Department of Foreign Languages and Literature

Mike Bertelsen, Assoc. Director OIRED and Assoc. Dean CALS

Jeremy Billetdeaux, Senior Coordinator for Education Abroad

S.K. De Datta, Assoc. Provost for International Affairs and Director, OIRED

Steve Duke, Assistant Program Director, Education Abroad

Gene Egger, Professor/Director Special Programs Architecture

Paul Hover, Library Systems

Lance Matheson, Business Information Technology

Cara McFadden, Education Leadership and Policies Studies, Ph.D. candidate

Chad Miller, Economic Development Specialist/Int'l Programs, Economic Development

Miriam Rich, Communications Coordinator, OIRED

Richard Shryock, Assoc. Professor, Foreign Languages and Literatures

Barry Simmons, Director, Scholarships & Financial Aid

Welcome:

1) Andrew Becker welcomed everyone to the meeting. The minutes from April 5, 2007 had been previously distributed electronically. These **minutes were approved**.

Information Items:

1) Barry Simmons informed members that **\$20,000 in funding has been secured for need-based, non-CESA scholarships**. Sources for additional funding to be applied to travel and lodging expenses are also being sought.

2) S.K. De Datta announced that **Elizabeth Holford has submitted her resignation as Director of CESA**. Her last day will be May 15, 2007. **Paul Knox will assume the leadership responsibilities at that time**, in addition to his regular duties as a Senior Fellow in the Office of the President. He will not be in-residence at CESA; rather, he will remain in Blacksburg and spend time at CESA .

3) S.K. De Datta brought up concerns regarding the **review process of Virginia Tech programs being offered outside of the United States**. During the previous UCIA meeting, Karen DePauw raised the point that we have no system in place to make sure VT-offered programs conducted outside of the United States match the criteria and standards of the programs offered within the United States.

Monika Gibson mentioned that plagiarism is of particular concern. There seem to be discrepancies regarding VT's policy on this matter and what students feel is acceptable. Several students have been brought before the Honor Committee due to this. While the VT guidelines are posted on-line, attempts to direct students to the website have been ineffective.

John Dooley stated that there are three operation issues at stake:

- A) Maintaining quality control of the non-U.S. based programs' content and Delivery: The standards abroad should be the same as standards the Blacksburg campus. Karen DePauw has a program review already in place to address this issue.

- B) Student learning responsibilities as to expectations in performance: We need to make sure this is clear in the induction program. We cannot compromise the VT standards or else we also compromise the VT brand. To help avoid this we should set up a pre-learning experience (i.e., before the actual program begins) so that they understand the expectations.

- C) Integrating standards into the curriculum: By having the standards reinforced both before students begin the program, and during their entire education experience, students will have a thorough understanding of the VT expectations.

Points A and B can be established by working in conjunction with Karen DePauw. John suggested inviting the VT Program Leaders to attend the first fall UCIA meeting (September 6, 2007) and ask them to present information regarding two questions:

- A) What are we doing to protect the programs' academic integrity in relation to the issues mentioned above?

- B) What can UCIA do to help?

4) Gene Egger brought up **factors that impede faculty-led study abroad programs**. Of particular concern is faculty members' perception that the liability spectrum is increasing. They are concerned that if something unfortunate occurs while they lead an education abroad program, the university will not fully protect them in the event that a student (or student's family) sues them. This prevents new faculty members from becoming engaged in education abroad programs.

John Dooley stated that liability issues should not be handled by UCIA; rather, they need to be directed to the Risk Management Office. As long as faculty members demonstrate that they provided "all reasonable effort" to accommodate a student in their care, the university will support the faculty member. Only if the faculty member was proven to act with gross negligence would there be an issue of the university supporting them. To prevent this happening, faculty members should be educated by the Risk Management Office on acceptable policies and procedures.

Steve Duke stated that three issues were in need of discussion or clarification:

- A) Travel adjustments: use a travel agency when possible. Steve can work with faculty members on these matters.

- B) Attitude of faculty members regarding liability concerns: The Education Abroad unit of OIRED will be happy to meet with faculty to answer any concerns. Additionally, they are holding information/coaching sessions each year to help faculty members prepare for leading students on education abroad programs.

- C) Insurance: We need a more effective system for alerting parents and students to possible situations and the options which are available to them.

John Dooley asked Gene Egger to meet with program leaders over the summer and determine what their concerns are. Once these were established, Gene could meet with Steve Duke and identify the gaps between the methods we have in place vs. what faculty members want/need. A report on this matter could be presented to the UCIA members during the first fall meeting. Steve added that he will also present the tuition report he is currently preparing, as rising costs are also a concern for faculty members.

5) Andrew Becker presented the Commission on Outreach and International Affairs' (COIA) suggestions regarding their **review of the responsibility for implementation of the International Strategic Plan**. COIA suggested attaching groups/programs to each strategy mentioned in the plan.

John Dooley and S.K. De Datta volunteered to meet and determine which VT entities would be responsible for handling each strategy. They will bring their suggestions back to UCIA in the fall for further input.

- 6) Andrew Becker presented two requests concerning the **Alumni Awards**:
 - A) Limiting dossiers to 15 pages. He will create a model based on other awards and present this to UCIA for review.

 - C) Breaking the "Outreach and Research" award into two awards. This would require securing an additional \$2000 in funding from the Alumni Association. Andrew will look into this matter and see if it is a viable option.

The UCIA members voted to create the third award. The motion was moved and Andy will be in charge of the process on behalf of the UCIA committee. He will inform Tom Tillar and John Dooley on his correspondence with the Alumni Association regarding this matter.

7) Steve Duke presented **updates regarding the Education Abroad Programs**. The first was that they will be moving to the International Affairs Offices known as the Pack Building. The rest of OIRED has already completed their move to this location. The

building will be known as the International Affairs Offices. It is located at 526 Prices Fork Road (Mail code 0378). Steve will send an e-mail to faculty members regarding the new location.

The Education Abroad Checklist to meet administrative responsibilities for education abroad programs is now available on their website: http://www.oired.vt.edu/Education/Faculty/ppm225_checklist.pdf. During a fall meeting, members of UCIA will be asked to review this checklist and determine if any updates are needed.

The ACC had 40 applicants for scholarships. Announcements about who won will go out shortly. Education Abroad received about 100 applications for the Summer/Fall scholarships and hope to award around 35.

Eight hundred responses were received in regard to the Education Abroad Interest Survey. Results will be compiled and then shared in the fall. This survey will be done each year.

Interest is growing in Education Abroad programs located in Asia. New exchanges are being developed in order to accommodate the student's interests.

The date of the Education Abroad Fall Fair is Wednesday, September 26, 2007. More information will follow as details are confirmed.

The April 18, 2007, expo was cancelled due to the tragic events which took place on the Virginia Tech campus on April 16, 2007. Many faculty members have contacted Steve with concerns on how they should address the media while they are abroad. John Dooley will discuss this issue and contact Steve with suggestions.

8) John Dooley shared some of the condolences other institutions have expressed from all over the world for Virginia Tech due to the April 16, 2007, events. The outpouring of sympathy and concern has been heartwarming.

9) It was announced that Chad Miller will be leaving Virginia Tech in order to assume a tenure track position at a university in Mississippi.

Meeting adjourned
Minutes submitted by Sarah Mitchem