Minutes
University Council for International Affairs (UCIA)
September 1, 2005
325 Burruss Hall
10:30 – 12:00 noon

Present:
Andrew Becker, Chair of the Department of Foreign Languages and Literatures
Kim Beisecker, Director, Cranwell International Center
Mike Bertelsen, Associate Director & Program Dir., Technical Assistance, OIRED
Jeremy Billetdeaux, Senior Coordinator for Education Abroad
Cynthia Bonner, Lecturer Admin, VP Student Affairs
Jeri Childers, Educational Conferences
George Crofts, Associate Dean, College of Science
Jack Davis, Chair of UCIA, College of Architecture and Urban Studies
S.K. De Datta, Associate Provost for International Affairs and Director, OIRED
Debbie Day, Alumni Relations
John Dooley, Vice Provost for Outreach and International Affairs
Steve Duke, Associate Director, Education Abroad
Gene Egger, Director of Special Programs, Architecture
Patricia Gaudreau, Educational Leadership and Policy Studies
Monika Gibson, Director of Student Services, Graduate School
John Hess, Associate Dean, College of Agriculture and Life Sciences
Paul Hover, University Libraries
Julia Ingram, Financial Aid
Tamara Kennelly, Library Systems
Susan Magliaro, School of Education
Chad Miller, Economic Development Specialist
Sedki Riad, Electrical Engineering
Miriam Rich, Special Assistant to the Director of OIRED for Communications
Tarun Sen, Associate Dean, College of Business
Nammalwar Sriranganathan, College of Veterinary Medicine
Judith Shrum, Foreign Languages
Rien Visser, Forestry

Welcome and Introductions
1. John Dooley asked to speak first. He discussed the **upcoming ACC conference**, which will
      be held November 3 and 4 at the Skelton Inn and Conference Center. Virginia Tech may
      send up to twelve delegates. John Dooley then gave an overview of the conference
      structure.
      November 3: In the morning David Brown, former Provost of Wake Forest, will provide
          an overview of the ACC academic initiative. The keynote speaker will be Nicholas
          Burns, Deputy Secretary of State. In the afternoon there will be a luncheon, followed
          by talks on international scholarship and roundtable discussions on language,
          technology, education abroad, student services, and area studies.

November 4: In the morning each school will present their best practices in international programming (each school will have 10-15 minutes to present). Virginia Tech will discuss its International Strategic Plan and its plan for engaging the VT Board of Visitors. Rector Ben Davenport will discuss the Board of Visitors retreat in Switzerland. The keynote speaker will be Donna Shalala, President of the University of Miami.

Anyone interested in being part of the VT delegation should contact John Dooley, and all UCIA members should spread the word about the conference to drum up support among the Virginia Tech community.

2. John Dooley then discussed the **Faculty Development Initiative**, which culminated this summer at a retreat at CESA. Each dean identified two faculty members who were interested in bolstering their international experience. A group of faculty members started meeting in January and went to CESA in May. They focused on developing international collaborations in Europe. The results have been very impressive. John Dooley plans to have some of these faculty members come to future UCIA meetings to present their projects. The FDI program is funded by the Provost, the Vice Provost for Outreach and International Affairs, and the Associate Provost for International Affairs. The new FDI class is being shaped right now. The goal of the program is to build capacity in Virginia Tech departments. This year's program will also meet at CESA, then the program will move to a different locale for the next two years.

3. The minutes from May 6, 2005 had been previously distributed electronically. These **minutes were approved** at 10:50 am.

4. S.K. De Datta discussed the new **Virginia Tech Strategic Plan**, which puts more emphasis on Outreach and International Affairs. He suggested the UCIA will no longer be merely sharing information but will be discussing and deciding on more substantive issues. S.K. De Datta then introduced Dr. Steven Duke, who is the **new Assistant Program Director of Education Abroad**. S.K. De Datta said that Education Abroad should now be the centerpiece of International Affairs.

5. Steve Duke discussed a new **CESA need-based scholarships** from the financial aid office. He passed around a hand-out showing the scholarship application form. This information is on the new Education Abroad website as well. The upcoming deadline for Spring 2006 is October 14. The deadline for Fall 2006 will be in June. Jack Davis suggested the late deadline might be a problem because students who don't get the scholarships might drop out of the program when it is too late to fill their spaces. He suggested the deadline be made earlier. Also, he pointed out that program directors need to know as early as possible how many students they can guarantee. Julia Ingram explained that the financial aid office cannot get the academic eligibility information together earlier than that date, and the scholarship is contingent on academic eligibility. Full-time students have to satisfactorily complete 75% of their attempted hours and maintain at least a 2.0 GPA to remain on scholarship. George Crofts suggested conditional scholarships. John Dooley suggested that Steve work with Financial Aid on alternatives to present at the next UCIA meeting. Steve Duke suggested 1 March as a conditional deadline for Fall 2006

scholarships. He also pointed out that scholarships for summer programs must be part of the Fall scholarship pool, although as Jack Davis pointed out, since this is a residency-based scholarship and most summer programs are not resident programs, that will not be a big problem. Andy Becker suggested a similarly early deadline for Spring 2007 scholarships of 15 September 2006. Gene Egger suggested adding college and department information to the application form, but Steve Duke was concerned about privacy issues. Gene suggested simply alerting the colleges and departments that their students have applied, but not sharing financial information with them. Kim Beisecker suggested requiring a department representative to sign the application instead. This way, departments will know their students are involved in education abroad, and students will not worry about the privacy of their financial information.

6. Steve Duke then discussed the Education Abroad department's **need for a better data collection system** for the International Education Open Doors Report. The current system is not centralized, and Steve suggested that Virginia Tech purchase a new database system that can connect with Banner to enable Education Abroad to track students in Virginia Tech and external programs. This would also help program directors to gain access to information and to analyze data trends. The Institutional Research office has attempted to use Banner to access this information and has not had success. There is currently no easy way to find evidence of international experience in students' files and transcripts. Debbie Day suggested that such a system would be helpful for Alumni Affairs as well. George Crofts suggested adapting Banner instead of buying a new system. Kim Beisecker suggested talking to the Banner Student Committee (Randy Crockett) about adapting Banner and adding flags to students' files. Jack Davis asked Steve Duke to gather more information on the new system and on Banner adaptation to compare the two. S.K. De Datta pointed out that other schools are already using this new system. Steve will report on their experiences at the next UCIA meeting.

7. Steve Duke then discussed the **need for more streamlined documents** for students participating in international programs. He passed around a hand-out showing some of the myriad forms students must fill out. The auditors recommended a better consolidation of information, especially online. The new database system would facilitate the necessary information collection and communication with students, especially in the event of an emergency like the London bombings. This would make it a lot easier to quickly check on the status of all Virginia Tech students abroad. Mike Bertelsen added that the auditors expect action on these issues with input from UCIA. Sedki Riad questioned the security of an online database like this one. Kim Beisecker pointed out that Banner has similar security issues and ways of dealing with them (multiple layers of security clearance by location, etc.)

8. Jeri Childers and Judith Shrum presented information about the **upcoming Outreach NOW conference** on 28 September at the Skelton Inn and Conference Center. They passed around a hand-out. They also discussed the recently changed Promotion and Tenure guidelines that now focus more on Outreach and International Affairs. They discussed the diversity of the Outreach NOW panel speakers; they represent many different levels of faculty achievement.

9. Sue Magliaro passed around a hand-out about **Operation Provide Classroom Comfort**, which is ready to launch. This is an initiative to gather school supplies for donation to schools in Iraq. There will be collection booths at the Boston College football game. Coach Frank Beamer will do Public Service Announcements for the project. Information will be available on the Virginia Tech website soon. This will be a one-time effort because of the complex logistics, but if it goes well, it might be a recurring effort.

10. Kim Beisecker passed around a hand-out on **working with international students**. She also announced that Hokies United will be working on hurricane relief very soon. She gave an update on new international students: the official numbers will be ready soon, but for now, there are about 135 undergraduate students and 50 graduate students; these numbers have decreased somewhat. There has been an increase, however, in the number of nontraditional students (transfers, asylum-seekers, etc.).

11. Jack Davis asked for any **new agenda items** to be sent to him for the next meeting and **adjourned meeting** at 12:00.