

University Council on International Affairs (UCIA)

September 4, 2007

10:30 – 12:00

325 Burruss Hall

Present:

Don Back, Director, English Language Institute
Andrew Becker, Chair of UCIA, Assoc. Chair of the Department of Foreign Languages and Literature
Kim Beisecker, Director, University Unions-Cranwell Center
Mike Bertelsen, Assoc. Director, OIREd and Assoc. Dean CALS
Cynthia Bonner, Chief of Staff and Director of Administration VP Student Affairs
S.K. De Datta, Assoc. Provost for International Affairs and Director, OIREd
Steve Duke, Assistant Program Director, Education Abroad
Becky Gunter, Study Abroad Advisor, College of Engineering
Tom Hammett, Professor, Wood Science and Forest Products
Paul Hover, Library Systems
Lance Matheson, Associate Professor, Business Information Technology
Joel Nachlas, Associate Professor, Industrial and Systems Engineering
Cheryl Peed, Asst Dir for International & Distance Learning, College of Engineering
Sedki Riad, Professor, Electrical Engineering and Director, VT-MENA
Miriam Rich, Communications Coordinator, OIREd
Gregory Sagstetter, Assistant Director of the Alumni Association
Nicole Sanderlin, Graduate Student, Public & International Affairs
Glenda Scales, Assoc. Dean for Distance & Learning Education, College of Engineering
Richard Shryock, Assoc. Professor and Dept. Chair, Foreign Languages and Literature
Barry Simmons, Director, Scholarships and Financial Aid

Welcome:

- 1) Andrew Becker welcomed everyone and introductions were made. The minutes from September 6, 2007 had been previously distributed electronically. These **minutes were approved.**

Information/Discussion Items

- 1) Joel Nachlas and Glenda Scales updated committee members on College of Engineering (COE) internationalization efforts and new objectives. They outlined sample policy recommendations, recommended initiatives, and progress to date.
- 2) Steve Duke laid out several issues with tuition costs and funding for faculty-led summer education abroad programs:
 - a. Connecting tuition and academic costs for faculty-led programs. Virginia Tech's current policies may be a deterrent for students who wish to study abroad. Steve presented information from other peer institutions to illustrate similarities and differences. Many institutions do not charge tuition, but base the student program fee on the cost of faculty salaries, fringes, and on-site expenses. Discussion on this revolved around how to connect the students' payment of tuition with the costs of faculty salaries, as these currently are not directly connected. There was also discussion about ways to decrease

costs for students, especially out-of-state students, while adhering to current regulations. At the next meeting, Steve will provide the group with information about how ACC institutions handle tuition, and will present options for reducing costs and getting more students involved in these programs. Lance and Kim will contribute to this proposal.

- b. Revising the Administrative Checklist for faculty-led programs. The current checklist used to document compliance with Presidential Policy Memorandum 225 (adopted in 2003) contains text that is out of date. Steve proposed that the checklist be revised. He spoke with someone on President Steger's staff who confirmed that the checklist could be revised and approved by the UCIA, without formally changing the policy memo itself. Members discussed the need to require medical evacuation insurance, regardless of state department requirements. Risk management needs to be briefed on the various issues for this insurance so that coverage is also cost effective. Andrew Becker volunteered to help Steve organize a working group to address this issue more fully at the next meeting.
 - c. Education Abroad/OIRED assisting with program development for faculty-led programs. Many departments do not have faculty and staff with the knowledge or time to devote to developing new education abroad faculty-led programs or posting student payments. The Education Abroad office would like to offer additional services to faculty who need additional assistance and to departments that choose not to coordinate the student billing process in-house. Education Abroad/OIRED would charge an additional administrative fee in return for providing this service. Two levels of service are envisioned. At the basic level, for \$100 per student, Education Abroad/OIRED would post charges to student accounts, monitor which students have paid, follow up with students who have not paid, process payments out to faculty leaders and vendors, and close out the fund at the end of the program. At the more advanced level, for \$300 per student, Education abroad/OIRED would arrange on-site logistics (hotels, transportation) in addition to the tasks listed above.
 - d. Education Abroad's new website and online application system is up and running: www.educationabroad.vt.edu. Eventually, all applications will be processed through this system.
 - e. Scholarships for education abroad programs. Education Abroad has received an IFSA Foundation grant for \$36,000 to fund scholarships of \$2,000 each. These scholarships will be used to diversify the pool of students who study abroad.
 - f. The Education Abroad Expo is scheduled for October 31, 2007 and will be held in 1100 Torgersen. Steve invited faculty leading programs to attend as well.
 - g. "Getting Started with Education Abroad" information sessions are scheduled to take place weekly. The goal is for each college to "co-host" two sessions each semester to increase involvement.
- 3) Sedki Riad gave the group an update on **VT-MENA**. Many orientation sessions have been held both in Egypt and via video conferencing. The program is currently enrolling 20 students- ten men and 10 women. The students and faculty have expressed a feeling of disconnectedness from the Virginia Tech main campus and Dr. Riad is trying to find ways to improve connectedness. The group would like to see Virginia Tech offer more recognition and financial support to the program, but S.K. De Datta pointed out that VT-MENA needs to become better established and institutionalized within Virginia Tech before financial support can be justified. Dr. Riad will continue to update the group on VT-MENA.

- 1) As part of International Education Week, members are invited to participate in the Global Simulation Workshop. The Simulation is an interactive game where players compete and negotiate for wealth, resource, and influence.
- 2) The deadline for faculty small grants (\$2,500) is November 15, 2007.
- 3) OIRED is hosting the World Food Day teleconference on October 16, 2007 in the International Affairs Offices, 526 Prices Fork Road.
- 4) S.K. De Datta invited the group to relocate their meetings to the International Affairs Offices. Andrew Becker accepted, effective with the next meeting to be held on November 1, 2007.

Meeting adjourned at 12:05 pm

Minutes respectfully submitted by Rachel Judy