

Minutes

University Council for International Affairs (UCIA)

December 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

Jeremy Billetdeaux, Senior Coordinator for Education Abroad

Cynthia Bonner, Lecturer Admin, VP Student Affairs

George Crofts, Associate Dean, College of Science

Ronald Daniel, Program Director, CESA and Associate Provost

Jack Davis, Chair of UCIA, College of Architecture and Urban Studies

Debbie Day, Alumni Relations

John Dooley, Vice Provost for Outreach and International Affairs

Steve Duke, Assistant Program Director, Education Abroad

Gene Egger, Professor/Director Special Programs Architecture

Monika Gibson, Director of Student Services, Graduate School

John Hess, Associate Dean, College of Agriculture and Life Sciences

Tamara Kennelly, Library Systems

Merilynn King, Senior Associate Director, Financial Aid Administration

Chad Miller, Economic Development Specialist

Tarun Sen, Associate Dean, College of Business

Judith Shrum, Foreign Languages

Judy Snoke, Director, Educational Conferences

Nammalwar Sriranganathan, College of Veterinary Medicine

Richard Shryock, Associate Professor, Foreign Languages

Tom Wilkinson, Director, Institute for Distance and Distributed Learning

Welcome and Introductions

1. Jack Davis introduced **Sarah Mitchem**, Administrative Assistant to S. K. De Datta in the Office of International Affairs. She will take the UCIA minutes and all e-mails for her should be sent to **oapia@vt.edu**. The minutes from September 1, 2005 had been previously distributed electronically. These **minutes were approved**.
2. Steven Duke discussed the **CESA need-based awards** allocated by the Office of Scholarships and Financial Aid. He distributed an updated Fall Semester 2006 application form, which lists March 11, 2006 as the deadline submission date. This date has been posted on the Education Abroad website. The UCIA committee approved the date. Steven then discussed the Spring Semester 2007 application date, which has not been set. He pointed out that he understands departments have different needs pertaining to when the date can be set. He said there is a need for some level of confirmation from the financial aid office

regarding the fiscal cycles before any date can be decided on. Steven suggested two options: A) hold one application deadline in the fall or spring for both the Architecture and European Studies programs or B) hold two application deadlines with the understanding that students who missed out on the first deadline would be held over until early October. Jack Davis brought up the fact that departments need to know how much money to hold off and wanted to know what the driving factor behind the deadline schedule was. Steven explained that the schedule must be flexible to the students' needs and proposed having a March 11th application date for the fall semester and then a later date during the fall semester to catch any students who fell through in the spring. Ron Daniel inquired whether the students' needs were greater in the spring semester than in the fall. Steven stated that not enough analysis has been done to know yet. Merilynn King introduced herself and then explained that there are going to be date restraints due to the fiscal budget cycles. Steven then suggested that the issue of the spring semester date needed to be deferred until the following UCIA meeting so that details could be clarified concerning possible application deadline dates. Kim Beisecker added that a clarification should be made on the application form by removing the word "by" in the sentence: "Please return it to Dr. Steven Duke in the Office of International Research, Education, and Development (OIRE) in 1820 Litton Reaves Hall by Saturday March 11, 2006." Kim stated "by" should be replaced with either the phrase "on" or "no later than." This would clarify that applications will still be accepted on March 11, 2006. Jack Davis pointed out that students also need to know that it is a scholarship and not financial aid so they would not need to pay back the money. Steven agreed as it is a need-based scholarship.

3. Steven Duke recommended that **bilateral exchange students be included in the pool for need-based awards** using a similar process to the one currently in place for students going to CESA. Jack Davis expressed concern that this would dilute the pool and since it was originally created to support CESA it needs to remain focused on that. John Dooley inquired if the funding pool was finite, to which Merilynn King replied that almost all funds are. John said it was clear that the pool must remain specifically for CESA. There was a suggestion made of creating a separate pool for the bilateral exchange students that had a systematic approach which would allow decisions to be applied consistently. Steven said he will discuss it with Barry Simmons and see what can be done. Gene Egger suggested that pools for faculty-led programs also be explored and perhaps included in a similar systematic approach such as the one proposed for the bilateral exchange students. Kim Beisecker inquired if there were outside pools for financial aid and scholarship support. John replied there are no others within the university but that the International Strategic Directions Team requested a pool of resources to support students seeking access to international experiences.
4. Steven Duke presented information on the **ACC Study Abroad Scholarship Program**. The ACC will give each ACC institution \$5000.00 to award. Virginia Tech will allocate this amount in five \$1000.00 scholarships for students. Steven requested that two to four faculty volunteer to be on a faculty committee to review applications. John Dooley

clarified that the committee will be responsible for determining the criteria which will be used to decide which candidates are awarded the money. The students selected would receive not just the \$1000 scholarship but would also gain recognition as ACC International Scholars. John mentioned that the ACC Championship game provides the funding for all of this and that the game is expected to make a fourteen million dollar profit. He suggested that we need to challenge the ACC to give more money for funding for next year. Sedki Riad and Andrew Becker volunteered themselves for the faculty committee. Steven accepted them and thanked them.

5. Steven Duke updated the committee on the **new codes for Education Abroad programs in the Banner system**. When implemented, the codes will provide information pertaining to those students who participated in programs and include details such as the program location and dates. The codes will provide easy access to the information and will be a great resource for faculty members doing grant proposals as well as for the rest of campus. The codes should also make billing transactions easier. The incorporation of the codes in the Banner system should be completed in May, June, or July of 2006. The codes should also identify students who participate in non-credit international programs such as internships. Steven believes the codes will not be retroactive past about 2001 because everything in the student files was listed by social security numbers instead of the currently implemented student identification numbers. Jack Davis asked if these codes replace the request mentioned in previous UCIA meetings to purchase technical software which tracked student information pertaining to Education Abroad programs. Steven stated that it did not; that is a separate issue. The previous request dealt with software issues while the Banner codes will be part of an internal Virginia Tech system.

6. Steven Duke discussed the impact of the **new corporate MasterCard** on faculty-led Education Abroad programs. Virginia Tech recently complied with a state mandate and switched over from using American Express cards. Several faculty are concerned about financial limits placed on the MasterCards. In particular faculty members are concerned the limits might strand them in the case of an emergency. John Dooley suggested that a list be requested from Wendell Vest in the Controller's Office listing the discrepancies between what the MasterCard permits and the American Express card permitted. Wendell could then address any of the differences and offer solutions. Gene Egger stated that he believed there were no differences between the services provided by the two cards and that people concerned with spending limits can have their limit increased so long as they pre-arrange it before the actual program takes place.

7. Steven Duke discussed **health insurance certificates for Education Abroad programs**. A recent internal audit showed that health insurance certificates were not always submitted even though they are a required item. Steven addressed the fact that students need to be informed that they must submit a health insurance certificate. Kim Beisecker offered the International Student Identity Card (ISIC) as a solution. The card offers such advantages as a small amount of life and health insurance as well as discounts to museums, theaters,

air, rail or bus services, and discounts at hotels and shops. The card is valid for one year and costs \$22.00 with a \$1.00 fee to have the card mailed to you. It is now also available for faculty and teachers. John Dooley indicated that we need to communicate the value of the card to students.

8. Sedki Riad invited UCIA members to attend the **First-Semester VT-MENA Party** on Tuesday, December 13, 2005 from 4:00 – 6:00 PM at the Skelton Conference Center. The party is in honor of the programs first and successful semester and will highlight their progress report, some participant's remarks, an appreciation ceremony, and the best of MacKenzie's Slide Show. He then presented a slide show about the program **VT-MENA**. VT-MENA is a graduate program offered in Egypt to MENA (Middle Eastern and North Africa) graduate students. The program was launched fall 2005 offering VT MS and PhD degrees in Electrical, Computer Engineering and Computer Science. The program is hosted in Egypt by AAST (Arab Academy for Science and Technology). For more information please visit <http://tdl.ece.vt.edu/VT-MENA/> . John Hess inquired about FTE distributions in regard to the program. Sedki explained that all credit is given to the Blacksburg campus at this point. There is interest in expanding the program to other universities, but this will be contingent upon the amount of students willing to enroll. To be self sustainable the program needs approximately thirty students. As most of the students are working on their PhD any more than thirty students per period might jeopardize the amount of time faculty members would be able to focus on each student. There is also the issue of appealing to a wide market base if the program was extended to other universities. John Dooley suggested that a separate meeting be held for those faculty members interested in joining the VT-MENA program and learning about the opportunities it offers. Sedki agreed and will look into setting up such a meeting.

9. Sedki Riad and Tom Wilkinson presented a slide show on the **King Abdulaziz University (KAU) Faculty Development Program**. The design philosophy of the program is to create a VT- KAU partnership that will flourish and result in significant international opportunities for the university including: faculty exchanges, eLearning courses and program delivery, course exchanges, student internships, study abroad opportunities and professional development in a variety of content areas.

10. John Dooley passed around an information packet regarding the **Abraham Lincoln Study Abroad Fellowship Program**. The Lincoln Commission finished its report to Congress and the President, and recommended a program to greatly expand the opportunity for students at institutions of higher education in the United States to study abroad, with special emphasis on studying in developing countries. The goal has been set to have one million students studying at U.S. institutions participate annually in study abroad programs by the year 2017. Currently less than 200,000 students participate in international study abroad programs each year. They have submitted a request to Congress for a fifty million dollar allotment from the next fiscal budget to begin the program. Individual institutions could apply for support. Twenty percent of the funds

would be reserved for individual students who request support. The funds would be distributed according to a combination of merit and need-based awards. Jack Davis suggested that there be a future meeting held to discuss the Lincoln Study Abroad Fellowship and the opportunities it presents.

11. John Dooley discussed the **ACC International Conference** which was held on held November 3 and 4 at the Skelton Inn and Conference Center. Due to the UCIA meeting running overtime he provided the succinct summary of “They came. They experienced. They left happy.”
12. John Dooley discussed the Regional Strategies Committee **Mexico trip** taken on November 9-10, 2005. The group had successful visits with Monterrey Tech and the University of Guanajuato. Virginia Tech looks forward to collaborating with the universities. In particular Monterrey Tech is interested in working with VT’s Mechanical Engineering department and the Hospitality and Tourism department. They would also like assistance in setting up their own Honors Program.
13. John Dooley mentioned that today was the deadline for nominating individuals for the **Faculty Development Award**. No nominations have been submitted by the College of Science or the College of Agriculture and Life Sciences. Last year the Faculty Development Awards proved to be very gratifying and everyone looks forward to reviewing the new nominations.
14. Steven Duke informed the committee that the **CESA website** is currently being updated by the Office of International Research, Education and Development (OIREED).
15. Ron Daniel presented an update on **CESA**. Forty-seven students participated last semester and their remarks indicate they enjoyed their experiences. Jeffry Moore was hired to perform numerous tasks for CESA. Some of his responsibilities include providing student and faculty support and maintaining the website in a timely manner. Jack Davis suggested that the next time Mr. Moore came to campus that the UCIA members be notified in advance in case they wanted to meet with him. Ron agreed and said he will be coming to campus once a year.
16. Andrew Becker discussed the **Faculty Language Program** options for next semester. Two Spanish courses and one Mandarin Chinese course will be offered. Italian will be continued from this semester if enough people sign up for the class; otherwise it will be cancelled. The courses will be advertised on the DDD list once it is assured that the instructors have been secured to teach them.

17. Ron Daniel stated that the **Cranwell Center** was recently recognized as a University Exemplary Department.

18. Jack Davis asked for any **new agenda items** to be sent to him for the next meeting AND **adjourned** the meeting at 12:10 PM.