

UCIA Meeting  
Monday, September 22, 2014  
1:30 p.m. – 3:00 p.m.  
International Affairs Offices, Meeting Room A

Jenene Belcher, *Transfer Evaluation Coordinator, Office of the University Registrar*  
Jackie Bixler, *Chair, Foreign Languages and Literatures*  
Brian Bolton, *Director, Cranwell International Center*  
Cynthia Bonner, *Assistant Vice President for Student Affairs*  
Rachel Fitzgerald, *Assistant Director for Program Management, Global Education Office*  
Monika Gibson, *Director of Student Services, Graduate School*  
Sarah Gugercin, *Research Associate, Department of Horticulture, College of Agriculture and Life Sciences*  
Sonia Hirt, *Associate Dean, College of Architecture and Urban Studies*  
Reed Kennedy, *Director of International Programs, Pamplin College of Business*  
Stephanie Lang, *Academic Advising Coordinator, College of Natural Resources and the Environment*  
Ian Leuschner, *Director, International Support Services*  
Gary Long, *Associate Dean for Curriculum and Instruction, College of Science*  
Jennifer Nardine, *University Libraries*  
Elsie Paredes, *Associate Director, Virginia Tech Language and Culture Institute*  
Bill Pruitt, *Assistant Director for Student Services, Global Education Office*  
Miriam Rich, *Director of Communications, OIRED*  
Ginny Ritenour, *Alumni Chapter Coordinator, Virginia Tech Alumni Association*  
Nicole Sanderlin, *Director of International Programs, College of Engineering*  
Gerhardt Schurig, *International Programs Strategist*  
Debra Stoudt, *Associate Dean for Academic Policies and Procedures, College of Liberal Arts and Human Sciences*  
Elankumaran Subbiah, *Associate Professor, VMRCVM*  
Judy Taylor, *Staff Senate; Office of the Provost*  
Eric Vance, *Faculty Senate; Assistant Research Professor and Director of LISA (Laboratory for Interdisciplinary Statistical Analysis)*  
Danny White, *Assistant Athletics Director of Student-Athlete Development*

Guests:

Andrew Becker, *Associate Professor of Latin and ancient Greek languages, literatures, and cultures; Associate Chair, Foreign Languages and Literatures*  
Trudy Becker, *Associate Chair and Senior Instructor, Department of History*  
Claire Childress, *Senior Assistant Director for Job Search and Graduate School Preparation, Smith Career Center*  
LuAnn Gaskill, *Professor of Apparel, Department of Apparel, Housing, and Resource Management*  
Nancy McGehee, *Department Head and Professor, Hospitality and Tourism Management*  
Katie Steuer, *Career Advisor, Smith Career Center*

**1. Welcome, introductions, and approval of August meeting minutes**

Nicole Sanderlin called the meeting to order and asked all participants to introduce themselves. A motion to accept the minutes of the August meeting was made by Ian Leuschner, seconded by Jennifer Nardine, and approved unanimously.

## **2. Constituent updates**

### **a. International Education Policy committee**

Ian Leuschner summarized the discussion that had taken place during the IEPC meeting held immediately prior to today's UCIA. Kay Heidbreder had been in attendance to answer questions on several topics. As per the requirements of Presidential Policy Memo 281, the committee will continue work to define the meaning of 'university-affiliated international travel,' which does not clearly identify who falls into that category because it does not differentiate between programs such as student organization travel, service-learning, credit-bearing, and CPE. They received an explanation on the university governance process and which actions require greater involvement for approval. The group also addressed concerns regarding the health form and will continue working with Services for Students with Disabilities to try to permit faculty members to access student health information in order to best meet participants' needs.

### **b. Global Education**

Rachel Fitzgerald announced that the fall fair was taking place on Wednesday, September 24 with all colleges represented; detailed participant data was available for anyone interested. The cycle for the mini-grant program is now open and applications will be accepted through November 15; this program offers funding for start-up programs and for reinvigorating existing programs. The brown bag lunch scheduled for next Friday will discuss this topic as well as scholarships and financial aid for students participating in study abroad programs. Draft copies of findings from a returned student survey were also distributed.

### **c. OIRED**

Miriam Rich stated that the successor to the SANREM Innovation Lab project has been awarded to Kansas State, but OIRED has received indications that they will retain the IPM project.

### **d. Language and Culture Institute**

Elsie Paredes reported that Don Back met with the Budget Office discuss reimplementing of student scholarships; he will work with the GEO to draft a concept of how they will be managed and then discuss with the IEPC, Guru Ghosh, Financial Aid and the Budget Office for further comment and revisions. The goal is to reinstate the scholarships in time to award funds for Fall 2015 programs, with the hopes that they will be ready sooner. VTLCI welcomed fourteen students this month from King Abdullah University of Science and Technology in Saudi Arabia; they are prospective undergraduate students who will attend graduate school at KAUST after completing their undergraduate degrees at different schools throughout the U.S. They are now engaged in a rigorous course in academic preparation in close cooperation with the College of Science. VTLCI personnel will be visiting 11 countries in the fall for recruiting purposes: Japan, China, Taiwan, Indonesia, UAE, Thailand, Brazil, Mexico, Ecuador, Venezuela and Colombia. 23 countries are currently represented in the VTLCI student population: Angola, Brazil, China, Colombia, Congo, Hong Kong, Iraq, Japan, Jordan, Libya, Mongolia, Pakistan, Peru, Russia, Saudi Arabia, South Korea, Spain, Taiwan, Turkey, UAE, Venezuela, Vietnam, and Yemen. Chinese and Saudi students are prominently represented in the student population. Beginning September 18, the VTLCI will be hosting Gloria Charles Ladislaus, an administrator in the College of Engineering and Technology at the University of Dar es Salaam in Tanzania. Gloria will be here for eight weeks on a Carnegie grant to gather information for strategic planning to increase access for females in the field of science and engineering. She will have office space in VTLCI but wishes to meet and speak with as many people as possible

related to her field; anyone who is interested in meeting with her can make arrangements through Don Back. Finally, Dr. Paredes distributed copies of the latest edition of 'Outbursts' featuring the new VTLCI location in Northern Virginia as well as fliers for the free language classes for faculty and staff, reminding the group that it is not too late to attend classes this semester.

**e. Cranwell International Center**

Brian Bolton reported that this is the fourth year that international undergraduate enrollment experienced double-digit growth. This fall there were a record 1153 international undergraduates internationals, up 15% from the previous year and an all-time record, as well as a 100% increase from five years ago. There are 500 Chinese students who comprise 47% of the international undergraduates, followed by South Korea with 100 students and India with 94. A total of 117 countries are represented; when green card holders are included the total number of countries represented is 128, which will be symbolized by the international flags displayed at the installation of President Sands in October. There is no particular trend noticed in a decline in representation by country, simply random decreases that do not appear to be symptomatic of anything in particular. The I-20 immigration documents are issued to everyone who is admitted but the university does not actively recruit international students. The Chinese are driving the growth, and their numbers are equal to the overall change. Some of the Chinese are in conditional admission programs to raise their TOEFL scores to a certain level but they are not receiving scholarships from their government. Brian will follow up with information regarding the number of I-20s issued versus number of actual arrivals. There are six levels of English language instruction provided through the VTLCI; the Chinese on average pass the TOEFL in three semesters. Brian added that there are 30 incoming exchange students and he will report on which colleges do not have exchange students. International student enrollment at all peer institutions is growing and can be tracked to see if numbers and trends are across the board at these schools.

**f. International Support Services**

Ian Leuschner stated that ISS has been trying to increase the number of cultural activity opportunities for the J1 intern program, which is a non-degree exchange program. This has been a challenge since they do not pay the student activity fee and therefore do not have access to some of the same privileges; they cannot ride the bus or use the gym for free, so to date they have been having a rather separate experience. Ian is trying to get a waiver for this restriction. ISS, in collaboration with the Office of the Provost, is sponsoring a series of Fulbright information sessions September 24 – 25, with a reception the evening of September 24 that is open to all Fulbright alumni and those interested in the program.

**3. Career Services**

Katie Steuer and Claire Childress from Career Services attended the meeting to provide information on how they can assist students with job searches and preparation for graduate school. They distributed information packets and explained how they can help with experiences such as co-ops, internships, working abroad and other ways to prepare students to leave the university. Their goal is to teach students how to articulate their experiences and turn them into resumes and cover letters to market themselves better. Among the resources they offer is a global experience skills checklist that shows many of the skills students gain through international experiences that match the skills employers are seeking, as well as a job search database of international companies and one of U.S. companies who hire internationals. Faculty and staff can also create an account and use the database. Bill Anderson had piloted this program and worked with faculty program leaders to develop it; it includes a portion for reflection upon return. An 'Unpacking your International Experiences' workshop will be held on Tuesday, September 24 at 6:00 at the Graduate Life Center.

#### **4. Alumni Awards**

Previous awardees Andrew Becker, Trudy Becker, LuAnn Gaskill, and Nancy McGehee had been invited to attend the meeting to discuss how to better publicize the awards. Trudy Becker commented that she had won the college-level award before and had been encouraged to apply. Overall the College of Liberal Arts and Human Sciences is very supportive of these recognitions. Dr. Becker stated that the dossier was easy to prepare with flexibility in what was included. The awardees recommended that continued advocacy for international work be included as part of the promotion and tenure process. LuAnn Gaskill added that the positive publicity has been very rewarding and agreed that it helped to have the support of the college. It is also helpful to remind the nominators or others who in turn can encourage the nominees. The number of applicants has been growing the last few years and it seems as if instituting college-level awards that then get forwarded to the university-wide competition promotes the process as well. Overall it is critical to have support at the college level. The awards have become much more competitive in recent years, with a steady increase in the number of nominations submitted. Committee members asked if a list of winners could be distributed with the call for nominees. Eric Vance, Jennifer Nardine, Ginny Ritenour, and Debra Stoudt volunteered to serve on this year's review committee. A previous award winner will be asked to serve on the committee as well.

#### **5. Steger Center**

Dr. Schurig expressed hopes that the newly-renovated Steger Center will be used for a series of symposiums that will highlight Virginia Tech's research strength and bring world-renowned experts together. They have created a budget and are reviewing the costs; the next step will be to establish a committee to try to identify possible themes. Each college will have input into suggestions for themes, with President Sands becoming involved in the final selection. Dean Chang, Dr. Schurig, Paul Knox, and Guru Ghosh will be meeting with President Sands at the end of October to discuss this further. A symposium with 30 – 50 people in attendance would cost approximately \$50,000; Foundation funds have been identified to cover these expenditures. There will not be any events organized prior to Fall 2015 due to the logistics and scheduling.

#### **6. GEO director search**

Jackie Bixler announced that the search is ongoing. Theresa Johansson from the College of William and Mary had interviewed earlier in September and is still a potential candidate, but a glitch in the People Admin system had held up approximately one dozen applications that were only recently discovered. One of those individuals is extremely qualified and the search committee will be conducting a phone interview with him September 23. It is important for departments conducting searches to know that this problem exists and the same thing might happen to other applications.

#### **7. Update to UCIA Bylaws**

The bylaws were last updated in 2010. It was determined that it too difficult to try to do this at the large group meeting so a sub-committee was be formed. Comments on the bylaws can be forwarded to those who volunteered to serve on this committee: Debra Stoudt, Jennifer Nardine, Miriam Rich, and Don Back.

#### **8. Residency Requirement**

Nicole Sanderlin requested this be moved to the next meeting.

## **9. Voluntary Health Form**

As per Ian Leuschner's report, University Legal Counsel is not comfortable with making the health form mandatory under any circumstances; furthermore, the current wording is fine as long as the form remains voluntary but making its use in its present form mandatory would be, in their interpretation, a violation of the Americans with Disabilities Act. There is also a difference of opinion as to what constitutes the relevant parties who need to know the information disclosed in the form. A small subgroup of the IEPC will reach out to the Office of Services for Students with Disabilities to rework the form to permit the GEO and faculty program leaders access to relevant information on a need to know basis. The involvement of Legal Counsel should not be necessary unless there is dissent from SSD, particularly since the students have consented to sharing their information by way of filling out the form. Some of the delay in the implementation of the form was the erroneous belief that it had to be approved by the Board of Visitors. As it now stands, students can opt not to fill it out; for those who do, the SSD decides who needs to see the information. Faculty program leaders will be informed what to do or not to do in specific situations but will remain unaware of any underlying conditions.

## **10. Other items**

- Eric Vance commented that their department will host a 75-year old scholar next month and asked for recommendations for housing. The university currently not have any international guest housing. From time to time there are single rooms available at the Graduate Life Center or the University Club but overall there are inadequate resources for visitors. Elsie Paredes noted that Gloria Charles had been provided a stipend through her award to cover her living expenses. This issue has been on the agenda for quite some time and the university was considering buying a facility but the times the quarters would be vacant proved to be a deterrent. VMRCVM had had an apartment for this purpose but no one was sure if it is still available. None of the colleges have any such facility but some of the research institutes that have regular guests might, such as ICTAS. Committee members suggested starting a listserv to share this kind of information and ideas. Short-term leases are difficult to obtain here; in Blacksburg a short-term lease is defined as a ten-month commitment.

There were no other items to discuss and the meeting was adjourned at 2:43.

## **11. Schedule of meetings for 2014 – 2015 academic year (all meetings to take place from 1:30 – 3:00 p.m., Conference Room A, International Affairs Offices):**

2014:

October 20

November 17

December 15

2015:

January 26

February 23

March 30

April 27