

**UCIA Meeting**  
**Monday, September 24, 2012**  
**1:30 p.m. – 3:00 p.m.**  
**International Affairs Office, Meeting Room A**

Present:

Don Back, *Director, Language and Culture Institute*

Lynda Bailey, *Assistant Registrar for Transfer*

Kim Beisecker, *Director, Cranwell International Center*

Mike Bertelsen, *Interim Director, Office of International Research, Education, and Development*

Jacqueline Bixler, *Chair, Foreign Languages and Literatures*

David Brady, *Director, Export Control and Secure Research Compliance*

John Browder, *Associate Dean for Academic Affairs, College of Architecture and Urban Studies*

Guru Ghosh, *Associate Vice President for International Affairs*

Monika Gibson, *Director of Student Services, Graduate School*

Reed Kennedy, *Director of International Programs, Pamplin College of Business*

Marilynn King, *Outreach, Research, and Planning Specialist Center for Academic Enrichment and Excellence*

Jennifer Nardine, *University Libraries*

Jerry Niles, *Interim Vice President for Outreach and International Affairs*

Jerzy Nowak, *International Programs, College of Agriculture and Life Sciences*

Nicole Sanderlin, *Director of International Programs, College of Engineering*

Jenny Quijano Sax, *Interim Director, Education Abroad*

Kevin Shropshire, *Scholarships and Financial Aid*

Bob Smith, *Associate Dean and Professor, College of Natural Resources and Environment*

Debra Stoudt, *Associate Dean for Academic Policies & Procedures, College of Liberal Arts and Human Sciences*

Jerry Via, *Assistant Dean, College of Science*

Danny White, *Director of Student-Athlete Affairs, Athletic Department*

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

Chair Bob Smith called the meeting to order and participants introduced themselves. A motion to accept the minutes of the August meeting was made by Reed Kennedy, seconded by Jennifer Nardine, and approved unanimously.

**2. Education Abroad updates**

Jenny Sax reported that the Education Abroad fair will take place on Wednesday, September 26; a total of 76 different groups and programs will be represented, the majority of which are Virginia Tech faculty-led initiatives. Jenny distributed a draft map of table placements. This is the office's biggest recruiting event of the year. She thanked Shannon Dove for her work in organizing this year's event. Jenny also announced that William Nelson Pruitt III has been hired as the new assistant director, effective January 2, 2013. His background is international; he was born in Nigeria, studied in China, and has worked in the Education Abroad office as a program assistant and a graduate assistant since 2009. Jenny had hoped to preview the new Education Abroad website, but the web designer has run into some technical difficulties that delayed its launch indefinitely.

Jerzy Nowak added that CALS is holding an information session on international programs and had sent out the announcement via the UCIA listserv. He asked how many students are typically recruited during

the fair. Jenny replied that thousands of students pass attend the event; the greatest benefit comes from reaching freshmen early as well as allowing others to make contacts through faculty program leaders.

### **3. Cranwell International Center updates**

Kim Beisecker commented that Cranwell staff members have been busy providing service to the international students. Students must travel to Roanoke to apply for social security numbers and, due to special security requirements, they must pass through an additional screening process. Cranwell has organized bus transportation for them that leaves at 7 a.m. in order to arrive by 8. So far 260 have availed themselves of this service and 70 have encountered problems in the process, in part because attempts by the Social Security Administration to go paperless result in lengthy download times (3 – 4 hours) for DHS documents for international applicants. Cranwell has also arranged for Department of Motor Vehicle (DMV) representatives to provide onsite services at the International Center. 280 students have used this amenity; as international student typically need to visit DMV offices an average of three times to provide all necessary requirements, this has saved considerable time and effort. Kim also mentioned that 60 of the new students participated in an excursion to Eagle Landing in Roanoke where they enjoyed activities such as canoeing. Kim commented that experiences such as this contribute greatly to the international learning community.

### **4. Task Force on Education Abroad**

John Browder reported that following the recent search to fill the Education Abroad director position, he has been speaking with Guru Ghosh to devise a strategy to evaluate the needs of the office in relation to its peer institutions. To his knowledge no such study has yet been conducted and it is his hope to complete the project this semester before the search process when it resumes. Dr. Browder would like to use the original search committee to assist him with the evaluation. Dr. Ghosh elaborated that comments from the candidate evaluations highlighted the need for a review board, particularly accountability for subjects such as financing, programming, and risk management. Jenny Sax remarked that an external review would also be beneficial; Dr. Ghosh added that an internal review is required prior to conducting an external review. In response to a question from Dr. Nowak, Dr. Browder replied that the issue of institutional financial assistance would indeed be addressed. The original search committee members who will continue with this project are Dr. Browder, Jim Foreman, Tom Hammett, Reed Kennedy, Ian Leuschner, Nicole Sanderlin, and Debra Stoudt; Jane Wemhoener will be replaced by Jenny Sax. The group will also work with the Office of Academic Assessment. The complete criteria for what constitutes peer institutions have yet to be determined. Kim Beisecker remarked that Cranwell often uses schools that are similar in size as well as schools that have won the NAFSA: Association of International Educators 'Paul Simon' award for internationalization as their guidelines.

### **5. Study Abroad Health Form**

Guru Ghosh stated that he will present the revised health form to the council at the October meeting. All students who participate in short-term programs will be required to complete this. Dr. Ghosh remarked that most peer institutions utilize such forms and the revised version has generated a positive reaction from Legal Counsel.

### **6. International Leadership Program**

Danny White gave a brief report on the International Leadership Program that took place in the Dominican Republic during June 2012. This unique experience involving student athletes was a pilot program to develop leadership and motivation. Danny thanked Dr. John Dooley and Dr. Daniel Wubah for their support of this project and expressed his gratitude to the staff of the Punta Cana Foundation

where the program was based. The program encompassed service learning components and involved collaboration with Peace Corps volunteers and '*Deportes Para la Vida*,' ('Sports for Life') an NGO in the Dominican Republic. The students organized a five-day clinic for local youth to raise awareness of HIV/AIDS which also filled the need for constructive free-time activities to supplement the inadequate community education system by providing a positive place to learn. The program concluded with a reflection seminar; students had been required to keep blogs throughout their trip and discussed their experiences and reactions, and how they can share those stories with others. Danny cited the goals of the trip and how they were met, including how the students met the challenges of inter-cultural communication and change the projection of their lives. All the students are leaders with their teams; Division I athletes in particular find it difficult to participate in study abroad programs due to the rigorous nature of their workout schedules. Danny concluded his report by commenting that they hope to expand and build the program in the future. Dr. Smith commended Danny for his leadership and asked how the participants were selected. Danny replied that all had met the requirements including grades and conduct in addition to the leadership development potential. He added that they hope to incorporate more work with the Dominican community of Verón during future trips. Dr. Ghosh echoed Dr. Smith's comments and introduced Jerry Via, director of the regular semester study abroad trips to Punta Cana. The group discussed the importance of identifying and implementing elements that are significant to local communities, such as awarding certificates to the participants, to help ensure the success and sustainability of programs. Dr. Ghosh also emphasized the importance of learning how to translate a study abroad experience once a student has returned to the US. He recommended a class taught by Jane Wemhoener to help facilitate the skill and structure this requires.

#### **7. Feedback and Action Items for New Strategic Plan**

Jerry Niles and Guru Ghosh led a session to garner suggestions to incorporate into the new strategic plan. Dr. Niles stated that following a request from the Provost's Office, it is their intention to utilize council members' wealth of experience and interest to provide valuable ideas to assist with the ongoing effort to achieve comprehensive internationalization. Council members were asked to submit their ideas for the categories of needs, planned programs, and programs they would like to develop. Dr. Ghosh then led a discussion on several of the items submitted under the 'needs' category to generate brainstorming. The complete list of submissions will be collated and distributed at a later meeting.

#### **8. Other items**

College representatives were reminded to send the lists of their active Memoranda of Understanding (MOUs) to Ian Leuschner. These will be reviewed to gain a sense of activity that can support specific regional strategies as well as help identify those that are not being used. Currently there are more than 700 signed MOUs in the database but less than 200 that are active.

There were no additional items to discuss and the meeting was adjourned at 3 p.m.

#### **9. Schedule for meetings for 2012 – 2013 academic year (all meetings take place on Mondays, 1:30 – 3:00 p.m., at the International Affairs Offices):**

October 29	February 11
November 19	March 18
December 17	April 8
January 14	May 13