

UCIA Meeting
Monday, October 28, 2013
1:30 p.m. – 3:00 p.m.
International Affairs Office, Meeting Room A

Present:

Lynda Bailey, *Assistant Registrar for Transfer*
Brian Bolton, *Director, Cranwell International Center*
Andrea Brunais, *Communications Director, Outreach & International Affairs*
Guru Ghosh, *Vice President for Outreach and International Affairs*
Sonia Hirt, *Associate Dean for Academic Affairs, College of Architecture and Urban Studies*
Reed Kennedy, *Director of International Programs, Pamplin College of Business*
Jennifer Nardine, *University Libraries*
Jerzy Nowak, *International Programs Coordinator, College of Agriculture and Life Sciences*
Miriam Rich, *Communications Director, OIRE*
Jennifer Quijano Sax, *Director, Education Abroad*
Ken Smith, *Vice Provost for Resource Management and Planning*
Debra Stoudt, *Associate Dean for Academic Policies and Procedures, College of Liberal Arts and Human Sciences*
Elankumaran Subbiah, *Associate Professor, Virginia-Maryland Regional College of Veterinary Medicine*
Danny White, *Director of Student-Athlete Affairs*

1. Welcome, introductions, and approval of September meeting minutes

Elankumaran Subbiah called the meeting to order and welcomed all participants to the meeting. There were several minor edits to be made to the minutes of the September meeting, including revising the list of attendees. A motion to accept the minutes with those corrections was made by Lynda Bailey, seconded by Reed Kennedy, and passed unanimously.

2. Constituent updates

a. International Education Policy task force

Jenny Sax reported that the group had met immediately prior to the UCIA meeting and had approved language on the credit waiver policy to be taken forward to governance. Currently no more than 18 of the last 45 credits earned can be transferred from courses taken abroad. This impacts juniors and seniors, primarily foreign languages and literatures majors who benefit from studying at an international institution for a semester or even an entire year. Some additional changes to the wording might be made as the policy moves through the channels, as well as details regarding the procedures involved. The approval would come from the college. Students who wish to avail themselves of this would have to request pre-approval for the waiver prior to their departure. They would also have to receive permission should they choose to extend their study abroad and at that time could request approval to transfer the additional credits they would be earning. Once the request to change the policy is approved by the UCIA, it would be brought forward to the Commission on Outreach and International Affairs and then addressed by the Board of Visitors. The mechanisms for the procedure can be worked out as the policy moves through the approval process. A representative of each college, most likely an associate dean, would notify the registrar that the request had been made and approved. Different units in the registrar's office work on transfer and graduation, whereas approval and enforcement matters take place at the college level. Many peer institutions already have similar policies in place. The wording as presented did not specify whether or not the credits are study abroad, so council members suggested changing wording to:

“The senior year, with a minimum of 27 hours, must be completed in residence, or 27 of the last 45 hours must be completed in residence, provided that only approved courses taken in absentia are transferred to complete requirements. Pre-approval for transfer credits does not obviate this requirement. Students participating in an education abroad program during their last 45 hours may apply for an individual waiver of this requirement.”

A motion to approve this policy and bring it through the channels of governance was then made by Jenny Sax, seconded by Lynda Bailey, and approved unanimously by the council.

The voluntary health disclosure form was also discussed at the meeting. Jenny will be consulting with Schiffert Student Health Center and University Legal Counsel regarding suggested amendments to the form prior to bringing it to the UCIA for approval at the December meeting. The group hopes that the form will be ready to use by the Summer 2014 session. At some point the form may be amended to make it mandatory. The IEPC will hold a meeting in November even though there is no UCIA meeting.

b. Education Abroad

Jenny Sax announced that the deadline for the mini-grants applications is 5 p.m. on November 15. The application process is now online. Faculty can receive up to \$2500 for designing new study abroad programs or revising existing ones, with preference given to those who can procure matching funds from their departments or colleges.

Jenny mentioned three upcoming trainings: a Title IX workshop led by Pam White on November 8; a faculty program leader pre-departure session on December 6, and a brown bag lunch meeting on November 22 to discuss funding issues regarding sending veterans and members of ROTC and the corps of cadets abroad. The October brown bag was led by Annie Hesp, program leader for the El Camino program, on how to get a new program off the ground.

Jenny reported that the office is hiring for two new positions: a part-time advisor and a full-time assistant director for strategic partnerships and public relations. Rachel Fitzgerald provided an update on the paperless system being implemented within Education Abroad, which has been one of her priorities in maximizing use of Studio Abroad. To facilitate collection of electronic signatures, the office will be upgrading to a new encrypted server; the paperless system will be completely in place for the Summer 2014 session.

c. Language and Culture Institute

Elsie Paredes attended on behalf of Don Back and announced that the Northern Virginia location is moving to its new location as well as preparing for the accreditation process in intensive English instruction. LCI faculty are traveling throughout the world to locations such as Vietnam, Thailand, Russia, and Brazil to recruit new students. Enrollment for the faculty and staff language courses is up to 108; they are offering three levels of Spanish, three of Mandarin Chinese, two of French, and one of German. Elsie also reported that the housing task force has no updates at this time.

d. Cranwell International Center

Brian Bolton reported that Cranwell is now fully staffed; Meredith Hampton, who had been serving as the temporary administrative assistant, has been hired full-time. The Center recently held its fall social event for 200 students and their family members; community volunteers donated chili, rice, and desserts. Three Cranwell employees will be traveling to Pittsburgh in mid-November to attend the NAFSA Regional conference where two of them will be presenting. They are also collaborating with Cook Counseling Center to organize cultural competency workshops for teaching faculty and advisors, as well as a proactive acculturation workshop to help mitigate the effects of ‘culture shock’ for new international students. He also announced that the Center is working with the Council of International

Student Organizations to organize International Week, which will take place March 23 – 29 and will coincide with the Deans' Forum on Global Engagement. Brian is working with Nigel Harris in the Recreational Sports department to set up and improve traditional International Week events such as the Parade of Nations and the World Games. The International Street Festival will take place on Sunday, April 27; due to scheduling conflicts this year, it cannot take place during International Week so it will be a stand-alone event.

e. Outreach and International Affairs

Guru Ghosh provided updates in three broad areas: Latin American strategies, the Presidential Global Scholars program, and the Virginia Tech MARG Swarnabhoomi, India center in Chennai. Dr. Gerhardt Schurig, former dean of the veterinary school, has joined the staff to help reorganize and enhance programs in Latin America. The VT center in Punta Cana, Dominican Republic, is going to be restructured with a focus towards hosting short-term faculty led programs rather than semester long programs. The resort at Punta Cana is relocating and there is concern about how that would affect the best interests of the students. Staffing there is also in transition; Ben Hulefeld, who has served as the logistics coordinator, is leaving on December 15. The Education Abroad Office had been supporting part of his salary and that will be reevaluated.

The PGS program as conceived by Paul Knox and John Dooley is entering its third year. Terry Papillon is preparing a new proposal that will expand participation beyond VT students. Recruitment here at VT is difficult due to students' concerns about the language requirement. The program has a goal of enrolling 32 PGS students each spring; as well as reaching a quota; failure to do so results in a cost to the university of \$6000 - \$8000 for each empty bed. The invitation to participate will be extended to honors students in universities in Florida and Georgia as well as regional institutions.

Dr. Ghosh reported that they are in the final stages of formally establishing the first research center abroad in Chennai, India. President Steger will serve as chair of the VT-MARG trust board that will oversee activities at the center. The center should be fully functional by Spring 2014.

Agenda items 3 – 5 were deferred until the next meeting

6. Status report on Education Abroad task force

Guru Ghosh reported that the group had held its final meeting earlier in October and is now drafting the report that will be presented to President Steger in December. Included among the items that will be recommended are the following:

- All students participating in study abroad programs, whether credit-bearing or not, will be processed through Studio Abroad by Summer 2014;
- All proposals for new faculty-led study abroad programs must be approved by the university as well as by the respective colleges;
- The Education Abroad Office will establish a Policies and Procedures committee for both faculty-led and exchange programs to develop the program criteria and the approval process;
- An international emergency response team will be created with key representatives from across campus to develop plans;
- Increase staffing to include an international health and safety office, and 1 – 2 student advisors in the Office of Engagement to coordinate service learning projects.

These staffing and structural changes are necessary to ensure that efforts are not duplicated across campus and that the Education Abroad Office is aware of program leaders' plans and can mitigate conflict situations. Dr. Ghosh cited the example of similar programs taking place at the CESA and at another location only 20 miles away in Switzerland. The task force agreed there should be better scrutiny and oversight in program development, as well as taking into consideration other criteria such

as safety, affordability, and geo-preferences. These guidelines are still emerging and Dr. Ghosh assured everyone that faculty program leaders will still enjoy a high level of autonomy within this framework. Concerns were expressed as to what restrictions would be imposed on program leaders if a particular location were the only one in which they could establish their program, but Dr. Ghosh replied that decisions would be made based on the circumstances of each individual situation. Existing programs may be reviewed to see if there are any aspects that could be enhanced, but will not necessarily have to reapply for acceptance.

7. Other items

- Miriam Rich announced that Rangaswamy Muniappan, director of the Integrated Pest Management Feed the Future Innovation Lab program at OIRED, will be receiving the Hind Rattan or 'Jewel of India' award, the highest civilian award in India which is presented to Indians who go abroad and achieve great things. The ceremony will take place in January.
- Debra Stoudt reminded the group that the call for papers, presentations, posters, and videos for the Deans' Forum on Global Education has gone out and the deadlines are approaching (all activity submissions have different deadlines.)
- Dr. Subbiah announced that the call for the alumni awards has also gone out and thanked the nominations review committee for volunteering for this.

8. Schedule for meetings for 2013 – 2014 academic year (all meetings take place at the International Affairs Offices, 526 Prices Fork Road, from 1:30 – 3:00 p.m.)

November	no meeting
December 9, 2013	(last week of classes)
January 27, 2014	
February 24, 2014	
March 31, 2014	
April 28, 2014	
May	no meeting