

UCIA Meeting
Monday, November 17, 2014
1:30 p.m. – 3:00 p.m.
International Affairs Offices, Meeting Room A

Present:

Don Back, *Director, Language and Culture Institute*
Suzie Baker, *Assistant Director, Cranwell International Center*
Jacqueline Bixler, *Chair, Department of Foreign Languages and Literatures*
David Brady, *Director, Export Control and Secure Research Compliance*
Rachel Fitzgerald, *Assistant Director for Program Management, Global Education Office*
Andrew Fortin, *Financial Aid Specialist, University Scholarships and Financial Aid*
Guru Ghosh, *Vice President for Outreach and International Affairs*
Sarah Gugercin, *Research Associate, Department of Horticulture*
Carolyn Harris, *Director of Academic Advising, 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*
Kurt Richter, *Associate Director for Technical Assistance and Special Projects, 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*
Judy Taylor, *Staff Senate; Office of the Provost*
Eric Vance, *Faculty Senate; Assistant Research Professor and Director of LISA (Laboratory for Interdisciplinary Statistical Analysis)*

Guests:

Hunter Gresham, *Chief of Staff, Division of Student Affairs*
Michael Herndon, *Director of Summer and Winter Sessions*

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

Don Back called the meeting to order and asked participants to introduce themselves. A motion to approve the minutes of the meeting was made by Ian Leuschner, seconded by Kurt Richter, and approved unanimously.

Don asked for approval to amend the agenda by adding an update on the search for the Global Education Office director. A motion to do so was made by Reed Kennedy, seconded by Debra Stoudt, and approved unanimously.

2. Constituent updates

a. International Education Policy committee

Ian Leuschner reported that the committee's most recent meeting focused on the issue of credit transfer. The template for Student Exchange Agreements will likely be modified to include credit transfer information for each partner institution as well as contain the ratio at which credits will be transferred, since countries award credit through different systems. This has to be done in a specific

manner to ensure compliance with SACS accreditation requirements. The Registrar's Office has a list of institutions that are already verified and approved for transferring credits; the committee suggested that student workers to update this. Information on credit transfer can be included in the database to make it easier for students to find this information; it does not have to provide details as specific as individual courses, but a basic description will satisfy the SACS guidelines. The group also discussed revising the summer faculty-led program compensation model.

The possibility of transferring credits from language institutes that are not degree-granting was mentioned; many of these institutions offer excellent instruction and are affiliated with universities. The IEPC can work with Foreign Languages and Literatures on this. Guru Ghosh recommended that updating the list of pre-approved institutions for transferring credit be conducted by graduate assistants.

b. Global Education

Rachel Fitzgerald announced that the GEO will be holding a pre-departure orientation for approximately 100 outbound students participating in non-faculty led trips during the spring semester. The orientation discusses issues relating to health and safety, as well as everyday concerns regarding international travel. The faculty pre-departure orientation will be held Friday, December 5 from 9 – 12, with another training scheduled during the spring semester for those traveling in the summer. Information about the session will be emailed to faculty program leaders.

c. OIRED

Kurt Richter stated that OIRED did not have much to report; they are still awaiting the official word of the awarding of the IPM grant but all indications are favorable that it was given to Virginia Tech.

d. Language and Culture Institute

Don Back announced that the VTLCI had the highest number of students admitted to VT in several years, a total of 33 who will be starting the spring semester. The VTLCI is offering several for-credit courses in math and physics that are open to all students. Currently there are 71 participants in the conversation program, and a total of 192 international ESL students in Blacksburg representing 17 countries.

e. Cranwell International Center

Suzie Baker confirmed the enrollment of the 33 VTLCI students and added that they will have 15 new exchange students and one transfer athlete arriving in January. Cranwell's annual Pie Day will be held on Monday, November 24 from 11:30 – 2 in the Graduate Life Center multi-purpose room; volunteers can donate pies as well as serve as conversation facilitators at the tables. A link to the online sign-up list will be sent for sharing.

f. International Support Services

Ian Leuschner announced that the Department of State has released new regulations for J1 scholars beginning January 5, 2015. One change is the requirement for an objective English language placement test; currently the language proficiency is verified by a letter from the sponsor stating that the scholar's level of English is relevant to the work to be conducted. Ian is working with Human Resources and Don Back to create a testing system based on the different needs of the position. Simply using the Test of English as a Foreign Language (TOEFL) will not work because the scholars are not taking classes, but some hybrid approach of TOEFL/IELTS (International English Language Testing System) is likely. A criminal background check for the responsible officials who sign the visa paperwork. Furthermore, beginning in May 2015 the level of insurance is increasing. Workshops will be organized to help scholars navigate these new requirements.

g. OIA

Guru Ghosh thanked those involved in hosting Linda Thomas-Greenfield, the former ambassador to Liberia, during her recent visit. Searches are underway for the directors of OIRED, GEO, and the new Associate Vice President for International Affairs. During a meeting with the Virginia Tech senior leadership team, President Sands discussed faculty support and student access for study abroad. He expressed his wishes that Virginia Tech is ranked in the Top 30 of U.S. universities and among the top 100 globally and he is willing to make the expenditures necessary to achieve that goal. Overall enrollment is expected to increase, with plans for 500 additional incoming students annually, and less reliance on STEM programs to ensure greater balance with the other colleges. The university also hopes to grow its endowment from the current \$80 million to \$2 billion and is beginning to plan its 150th anniversary celebration in 2022. They also plan to focus on first-generation students, increasing diversity overall, raising the number of non-resident students, raising the global brand, and becoming a leader in economic development. Currently Virginia Tech stands 287 in world rankings; among the factors considered by the rating system is awards to special attention should be paid to that category. No specific strategy was mentioned regarding the funding but the remarks were heard by all college deans and vice presidents and likely serve as an introduction to further detailed discussions.

3. Update on GEO director search

Search committee chair Jackie Bixler announced that the search was still open. Another finalist, Trevor Nelson from Iowa State, had visited campus November 11-13 and the search committee will be meeting soon to discuss recommendations.

4. By-laws revision

Debra Stoudt demonstrated the changes that had been made to the by-laws, most of which were related to formatting and more resonant verbiage. Some redundancy was eliminated and current practices were also included.

Dr. Ghosh expressed concerns that there was the potential for some awkwardness in representation and reporting if OIA personnel serve as chair of the UCIA. The group did not want to exclude OIA chair candidates solely for the reason of conflict of interest; the chair is aware that they report to COIA and that there is a formal governance process. Furthermore, the chair is selected by the entire council and is chosen based on the work they do. A clause will be added to the by-laws to clarify that the chair represents the consensus of the group, not the opinion of Dr. Ghosh or their own views. The proposed changes will be reviewed for an additional month before being voted on electronically.

5. 281 Travel Policy status report

Guru Ghosh reported that Rachel Fitzgerald and the GEO are working on the requirements made by the Presidential Policy Memorandum 281. Rachel is completing the position description to launch the search for the GEO safety officer and VT Engage has already begun the process for hiring their Associate Director for Global Engagement. These two offices and the new personnel will work closely on service-learning opportunities to make sure they are in synch and everything should be in place next year. The oversight and review committees for programs should be ready to start their work next year as well. Rachel has also met with Services for Students with Disabilities personnel to determine a strategy for implementation of the voluntary health form, which will be ready for the Wintermester and will be among the information discussed during the pre-departure orientation. Faculty will be able to have direct access to student information that could impact participation on a trip; GEO personnel will review the forms and direct any concerns to Services for Students with Disabilities who will then formulate a response for faculty.

6. Global Education action items

Rachel Fitzgerald reported on the status of the pre-departure checklist and will be sending the latest version to everyone for review, including associate deans. The voluntary health form will be added to that list, as well as any additional changes to bring it up to the standards required by the and prepare additional changes to bring it up to the requirements of the PPM 281.

The group discussed the dynamics of Wintermester programs. The number of trips has doubled, from 6 in 2014 to 12 in 2015, in addition to six domestic travel trips. Some of the programs that traditionally took place during the summer have moved to the Wintermester. The criteria for program length was discussed, since a six-week summer program seems more substantial than a three-week winter course. SACS/SCHEV guidelines state only that the instructional contact hours total 37 ½. All Wintermester trips are receiving a total of three credits. The concern is that the program is designed to provide a meaningful and impactful experience and not merely serve as a tourist trip. Dr. Ghosh suggested that the UCIA could make recommendations on how to ensure a quality program is offered

The issue of the color copy of the passport was again raised. Students may think it is easier to upload a black and white copy, but Rachel commented it is probably a requirement that the copies are in color. Jennifer Nardine added that there are twelve color copiers in the library for students to use.

7. Other items

- It was noted that the December meeting will be the last for Mike Bertelsen as he is retiring.

There were no other items to discuss and the meeting was adjourned at 2:40 p.m.

8. 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):

December 15
January 26
February 23
March 30
April 27