

UCIA Meeting
Monday, December 9, 2013
1:30 p.m. – 3:00 p.m.
International Affairs Office, Meeting Room A

Beth Armstrong, *Director, University Scholarships and Financial Aid*
Don Back, *Director, Language and Culture Institute*
Lynda Bailey, *Assistant Registrar for Transfer*
Mike Bertelsen, *Director, OIRE*
Jackie Bixler, *Chair, Foreign Languages and Literatures*
Brian Bolton, *Director, Cranwell International Center*
Cynthia Bonner, *Assistant Vice President for Student Affairs*
David Brady, *Director, Export Control and Secure Research Compliance*
Rachel Fitzgerald, *Assistant Director for Program Management, Education Abroad*
Monika Gibson, *Director of Student Services, Graduate School*
Reed Kennedy, *Director of International Programs, Pamplin College of Business*
Stephanie Lang, *Academic Advising Coordinator, CNRE*
Ian Leuschner, *Director, International Support Services*
Tim Long, *Professor and Associate Dean, College of Science*
Jennifer Nardine, *University Libraries*
Miriam Rich, *Communications Director, OIRE*
Ginny Ritenour, *Alumni Chapter Coordinator, Alumni Association*
Nicole Sanderlin, *Director of International Programs, College of Engineering*
Jennifer Quijano Sax, *Director, Education Abroad*
Debra Stoudt, *Associate Dean for Academic Policies and Procedures, College of Liberal Arts and Human Sciences*
Danny White, *Director of Student-Athlete Affairs*

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 accept the minutes of the October meeting was made by Jackie Bixler, seconded by Jennifer Nardine and passed unanimously.

2. Constituent updates

a. International Education Policy committee

Jenny Sax reported that the IEPC had met immediately prior to the UCIA and has been asked to repurpose itself with the charge of proposing and drafting new policies and procedures as well as program approval. The group will begin to move forward after the recommendations of the Presidential Memo 281 task force have been announced and is tentatively planning a retreat for the week prior to the start of the spring semester. Jenny extended an invitation to all units who are interested in participating.

Jenny also shared the draft of the health form. An earlier version had been in the works several years ago but was then withdrawn due to legal concerns. The form has now been revised to address those concerns as well as help faculty prepare better for leading groups abroad. There was no further discussion on the topic and a motion to bring it forward to the COIA was made by Don Back, seconded by Debra Stoudt, and passed unanimously. The form should be ready for implementation beginning with the summer 2014 programs.

b. Education Abroad

Jenny Sax provided numbers of student participants in upcoming programs; 140 will be participating in winter break programs, 150 in the spring semester, and 66 over the spring break. 80% of these will be on faculty-led programs, 6% on bilateral exchanges, and the rest through third-party providers. Students will be on six continents including Antarctica; the majority of outbound students will be going to the programs at CESA in Riva San Vitale. In return, 25 inbound students will be arriving in Blacksburg from 11 countries in January through International Student Exchange Programs. Pre-departure orientations were held for students and faculty on November 19 and December 6; these sessions will be repeated in the spring. A Title IX workshop led by Pam White, the university Title IX compliance officer, will be held in the spring. Reminders of all these events will be distributed through the Education Abroad newsletter. Jenny also reminded everyone that the Presidential Policy Memo 225 requires that checklists and insurance information must be turned into the Education Abroad office one month prior to a group's departure. The fall cycle of mini-grant applications are being reviewed; 4 will be awarded out of a total of 11 applications received. Sonia Hirt, Lindy Cranwell, and Kim Carlson and Daniel Cordova are serving on the review committee. The spring expo will take place in Squires Student Center on Tuesday, January 28. Rachel Fitzgerald then provided a brief update on the paperless system. The Education Abroad office's server has been undergoing extensive scans for vulnerability and thus far no issues have been detected. Inbound student paperwork is now completely online and the office is working with Cranwell and the admissions office to get all inbound students into classes with the credits they need. The office is also in the process of expanding; Rebecca Johnson has accepted the job of part-time student advisor and will begin January 6. Campus interviews are being conducted for candidates for the new position of assistant director of international education for strategic partnerships and public relations.

c. Language and Culture Institute

Don Back announced that the opening of the new Nation's Capital Region LCI will take place on time on January 13. It is located at the Dunn Loring metro station and is approximately 12,000 square feet, containing a computer lab and conference room. The current NCR campus has approximately 100 students and serves primarily the diplomatic community, but the expanded location can accommodate 250. A PR campaign is being launched in January that will include advertisements in the New York Times, the Washington Post, and the DC Metro. The LCI is working with the company IREX to negotiate a grant to provide English language curriculum development in Kurdistan; Don remarked that there are some security issues involved which would have to be worked out.

d. Cranwell International Center

Brian Bolton reported that the annual Pie Day was held on November 26 (the Tuesday prior to Thanksgiving); over 200 students and their dependents were served thanks to volunteers and donations of sweet and savory pies by the community. The Center is busy now preparing students for holiday travel and ensuring that their documentation is correct to allow them to re-enter the US. Spring orientation will be held January 13 – 20 for incoming students and new freshmen. Part of this process has been updating financial certification required for their visa application paperwork. The rising cost of room and board has been partially offset by removal of the requirement that students provide proof of funds to purchase a laptop, since most already have the computer before their arrival. The current costs are \$43,600/year for international students compared to \$16,000/year for exchange students. Brian also noted an increase in demand for halal meat by Muslim students which cannot be met. Options are being explored, such as providing an imam to bless the animal before it is slaughtered. Dining services are providing more halal chicken, but there is inadequate space for its proper preparation. Mike Bertelsen

added that a group of OIRED-sponsored international guests tried to butcher a sheep in Floyd for a celebration and were reported to the police.

e. Graduate School

Monika Gibson reported that the graduate school is also busy with documentation for holiday travel, seeing 200-300 students per week for signatures. They will be receiving 50-60 new incoming international graduate students for the spring semester.

3. Summer tuition and centralization of Education Abroad

Jackie Bixler had raised this issue at the beginning of the year when priorities were being discussed. Virginia Tech students are being charged out-of-state rates for summer sessions, which raises the cost of programs an additional \$500 - \$1000. Foreign Languages and Literatures runs eight programs during the summer but this additional cost makes it too expensive for many students. This does not appear to be a statewide issue, as other public institutions in the commonwealth have different policies. She also noted the disparity in faculty pay and expressed concerns that faculty do not have much incentive for large programs, particularly given the level of responsibility involved, nor is revenue generated for new programs. Dr. Bixler added her comments regarding the visibility of the Education Abroad office; although its current location is better than the space it previously had at Litton-Reaves, it is still not central, and the new hires do not seem to have much space in which to work, indicating that it still seems to be a marginalized department. Discussion ensued as to salary models among the different colleges and departments for faculty program leaders. Jenny noted that any revision to faculty compensation would have to be taken before the board of visitors. In Engineering, for example, the departments have to cover the costs incurred by faculty program leaders, which is why there are so few faculty-led programs. Costs are passed down to students and that affects their participation; for example, it is \$15,000 for in-state students to go to Riva San Vitale for a semester, which helps explain why CAUS and the PGS program struggle to meet their goal for numbers of students. Dr. Bixler stated that VT students go to the UVA Valencia program because they are not charged the out-of-state tuition and it is cheaper for them. Ian Leuschner suggested there may be some legal aspect to not charging those fees and perhaps representatives from the bursar's/budget office could be invited to a meeting to discuss this.

4. Other items

- David Brady reported that he and Jenny had attended a 'duty of care' meeting that discussed the sorts of emergency responses available in regards to international travelers. They will keep the UCIA informed on this; Studio Abroad can also assist in tracking this information. The CISI insurance costs about \$30/month and is available to all students, staff, and faculty on university travel. Jenny added that the Presidential Policy Memo 281 task force will establish a crisis response team that will help track destinations and how to respond to situations. Concerns were raised that this would lead to separate silos of information for students and university personnel. David will follow up with regular reports as well as solicit input from council members.
- Mike Bertelsen reported that the OIRED innovATE project has completed scoping projects in Armenia, Uganda, and Indonesia. They are preparing for the possibility of projects in a variety of countries to include the Democratic Republic of Congo, Honduras, and Nicaragua. The office is expanding and hiring new people in anticipation of being awarded these projects. Guru Ghosh and Gene Ball are currently in India for the ICTAS-VT, MARG project.
- Debra Stoudt reminded everyone that the deadline for Alumni Award applications is 5 p.m. on January 27.

5. Schedule for meetings for 2013 – 2014 academic year

January 27, 2014

February 24, 2014

March 31, 2014

April 28, 2014

May

no meeting