

**USG Study Abroad Committee  
November 9, 2007 Meeting  
Macon State College**

**Attendance:**

Dlynn Armstrong-Williams (NGCSU), Adrienne Langston (GA Perimeter), Charles Johnson (VSU), Tracy Harrington (Bainbridge), Susan Pratt (USGOIE), Betty LaFace (Bainbridge), Liz Havey (GCSU), Colleen O'Hara (Kennesaw State University), Megan Powell (EC/ISEP), John DuCart, Jane Knight (MGC), Jill Schulze (Gainesville State), Jim Anderson (AASU), Debra Denzer (GA Perimeter), Andrew Dawson (Georgia Highlands), John Lugthart (Dalton College), Phil Szmedra (Georgia Southwestern), Jane Knight (Middle Georgia College)

**Minutes**

The study abroad committee meeting was called to order at 10:00am.

**-Discussion of STARS funding and the tax implications of increasing the funding to \$750.00.**

*Email Susan if you need additional STARS money, or if you are not going to use all your money in order for it to be reallocated. We need to clarify how STARS funds should be paid out and what exactly should be taxed and how much; some schools are processing through payroll, others are processed through other agencies. Cannot be called scholarships because they are state funding. NGCSU has matching money out of payroll. 4 schools are paid through payroll. Service learning and assistantships treated as grants? Not much pattern across institutions may be better to leave it out of the spotlight. Some match from agency or foundation accounts.*

Suggestion is made for flexibility of increasing grant award size to encourage early enrollments in study abroad programs. Susan will discuss suggestion with board office.

**Report from the BOR:** On Oct. 10<sup>th</sup> and 11<sup>th</sup>, the USG Education Summit and 7 Revolutions was held at the Carter Center with four representatives from each school learning from the New York Times, SCIS, 7 revolutions and working in groups talking about internationalizing the campus. The gathering seemed successful with upper division administrators and was very productive for internationalizing the system. The draft of internationalization principles are in DRAFT FORM on the website. Top right corner of University System of Georgia's Board of Regents Office of International Education page says international summit.

Next move for principles will work through channels, hopefully come to Regents by spring after all campuses make changes, updates, etc.

**7 Revolutions faculty workshop:** This workshop is just for faculty in the system (predominantly northern schools, may repeat in the south in January). Give your faculty a chance to look at the website and the new platform for teaching that USG is looking to

adopt. Speakers and information sessions will be in the morning with a hands on computer session to practice Epsilon in the afternoon. Moving forward with 7 Revolutions and Epsilon environment please let Susan know about faculty interested in using this.

**Reminder of briefing books:** Stats are done for Study Abroad!! Schools may be receiving calls to finalize data in different areas. The stats are up from last year but still did not meet 2007 goals. Stats will be available next week hopefully either by email or on website. Book will be ready in Dec. or Jan.

Today is the deadline for the “internationalizing campus grant.”

**Online SA Catalog:** The online study aboard catalog needs updating...some schools are good about updating it but some are not. **If Susan does not get feedback, she will hide old information.** Information that is 2004 and older is hidden and 2005 will be soon. Susan is notifying as programs are hidden. There is a high turnover problem: Susan sends representatives an email listing ALL programs to help them update accurately. Susan is happy to help with updates and would rather have the information updated than not, so at least send Susan updates and she will fix the catalog.

**Risk Management:** We are working with general counsel to finalize this chapter of the manual and starting from scratch with a new lawyer. Please check and make sure nothing is missing or that anything is covered that should not be. This chapter should be finalized by spring 2008. Susan needs your comments by the start of the year at the VERY latest! Some of the specific information will be reviewed by SAC before chapter is finalized.

Discussion ensued regarding the enforcement of student codes of conduct, dealing with parents and media, blackberries for faculty members, emergency response telephone trees, alcohol policies and mental issues, and disciplinary issues on campus inhibiting study abroad.

**Report of the two year subcommittee:** Ulf Kirchdorfer sent a list of concerns from this committee.

Discussion centered on if there are major concerns for two year schools that overlap across sectors. If we have things coming based on the principles, and synergize them to a workshop it might instigate some movement.

**Workshop ideas:** Student issues (money, time, experience); Faculty issues (money time and experience); Institutional Policies and administrative issues (money, and bureaucratic barriers). If we look at Study Abroad increases overall, it is minimal in 2 yr schools. We have to adapt programs to fit student needs. The development of a model for 3 week collaborative program based on the EC, but emphasizing the collaboration of 2 & 4 yr. schools so that 2 yrs can build experience and knowledge (and instill confidence to gain critical mass) is needed. 2 yr programs offer challenge because they can only offer 2 yr

classes (1000 or 2000), so 4 yr. students may not be interested in going (why collaborative programs are key). 2yr schools need an infrastructure to communicate their programs to the system. These may be a gap between principles and getting to action on campus. The committee discussed illustrating some examples of campuses that have made strides in international education where previously nothing much was happening. Perhaps other campuses could help guide 2 year schools in generating ideas to help development.

**Other issues surrounding internationalization at 2 year institutions were discussed:**

- maintaining a mentor program
- mini-conference on international education rather than separate workshops
- international education summit for lower level individuals

**It was decided that a workshop aimed at the Professionalization of Study Abroad will work best.** The two year subcommittee will be expanded to include Andy Dawson and Susan Pratt. The subcommittee will meet prior to the next study abroad committee meeting and determine structure, audience and topics for the workshop.

Next Meeting of the Study Abroad Committee: January 25 from 10:00-12:00 at Macon State College.

**Other Announcements:**

America's Council Conference: Feb. 8-9

GCIS: March 14

Boren scholarship Dlynn has info on this. They provide support for finding job, but don't have one set aside for these students.

Susan: has handouts for recruiting and promoting study abroad, you can have her PPT's, too. CD from IIE passport for funding.

Meeting Adjourned: 11:55am.