

Study Abroad Committee
System Council for International Education
January 27, 2017 Meeting Minutes

In attendance: Liz Havey- Chair, Georgia College;
Danielle Albritton, Albany State; Cele Blair, Georgia Gwinnett; Emilee Carr, Georgia Southern; Sasha Cokuslu, Clayton State; Francis Combiar, University North Georgia; Maria Darley, Augusta University; Maria Doyle, University West Georgia; Karen Guffey, Gordon State; Kristin Kasting, Armstrong State; Lise Lange, University North Georgia; Jarris Lanham, Georgia College; Bronson Long, Georgia Highland; Irina McClellan, Valdosta State; Paul Melvin, Clayton State; Stephen Murray, Georgia State; Ivan Nikolov, Valdosta State; Carmine Palumbo, East Georgia; Lorie Paulez, GA Tech; Adriana Primo-McKinley, Albany State; Anthony Owusu-Ansah, Albany State; John Wilson, University North Georgia;

Guests in Attendance: Tammy Rosner, Board of Regents Office of International Education

- I. Meeting called to order at 1:00pm By Chair Liz Havey.
- II. Introductions around the room.
- III. Minutes from the September 2016 meeting approved.
- IV. Announcements- Liz Harvey
 - a. If there are any questions about the USG list serve, contact Tammy Rosner
 - b. Professional Development Opportunities
 - i. GAIE (Feb. 1-3)
 - ii. GILC (Feb. 17-19)- 19th anniversary
 - iii. NAFSA (May 27-June 2)
 - iv. Forum on Education Abroad (March 29-31)
 - v. Advocacy Day (March 13 & 14)
 - c. Reporting for Open Doors will be open until March 10th.
- V. Tammy USG updates/announcements
 - A. Updating USG online directory.
 1. Terra Dotta users Submitting program info to USG directory.
 - i. Terra Dotta users will pull the reports to contribute to the directory.
 1. No program description is needed.
 2. Extract report, save, upload to USG webpage.
 3. Please add website link for program to report.
 4. You will receive confirmation once the report is uploaded.
 5. Each time a new Terra Dotta report is uploaded, it will override previous report.
 6. Report must be uploaded 1 time as a whole. Multiple reports cannot be uploaded.
 - ii. Must upload all programs- even the ones that are closed to students at other universities.

2. Non-Terra Dotta users Submitting program info to USG directory. Non-Terra Dotta users will use the "Add Program" Form and they must fill out the form (located on the website) for each program.
 3. Each schools that participates in European Council programs will need to include these in reports. Non-Terra Dotta schools will need to complete an "Add Program" form for each of these.
 4. There are plans to have a "Test System" to review the directory prior to publishing.
- B. There was an inquiry about the possibility of smaller schools being able to use the Terra Dotta systems of schools that currently use Terra Dotta.
1. Tammy explained that this was not possible but that schools can receive a discount on Terra Dotta if 10 schools in the system register for Terra Dotta.
 - i. USG currently have 11 schools using Terra Dotta.
- C. The possibility of obtaining the Italian Registration was discussed.
1. Feedback from schools.
 - i. 12- support the Italian registration
 - ii. 2- do not support the Italian registration. One of these is consolidating with a larger school that does support the Italian Registration.
 - iii. 6- no response
 - iv. 9- do not currently have programs in Italy and did not specify
 2. Bid is for \$20,000. If system goes through with the registration, the sub-committee will determine how the fee is distributed between the schools that have programs in Italy.
 3. Schools with residential programs- Kennesaw and UGA
 - i. Kennesaw is not registered residentially and is on-board for Italian Registration
 - ii. UGS is registered residentially and has not responded about Italian Registration.
 4. Vote made in support of pursuing Italian Registration as a system and proposal was made to form a subcommittee.
 - i. Subcommittee Members
 1. Stephan Murray (Georgia State Univeristy)
 2. Irina McClellan (Valdosta State University)
 3. Carmine Palumbo (East Georgia State College)
 - ii. A tired-payment system was proposed as way for the payments to be distributed and Sprintax was used as an example. This has not been finalized and the subcommittee will continue to discuss.
 5. An agency account will be opened by USG and schools will pay half of the required amount as a deposit once the distributed amounts have been established. Some concerns were made about moving state funds to agency accounts. Tammy explained the USG can help work out some of these concerns in the future.
 6. USG will complete paper-work for the Italian Registration and will take care of updates for future programs as well.

7. A one-time request for funds from the USG has been submitted for help with the cost of the registration and USG has offered any year-end money available to help cut cost of the registration. Tammy suggested approach legal affairs to see if they could make a contribution as well since the registration could benefit them.
- D. A review of the CISI Insurance policies surrounding faculty, staff, and students when not part of a study abroad trip was brought up due to recent situations where insurance was used for travel that was not study abroad associated.
1. Faculty and staff can use CISI Insurance only when accompanying students. Since concerns about Redpoint usually requiring the insured to pay out of pocket and has taken up to a year and a half to receive payment back was brought up, a suggestion was made to have another policy that will cover faculty and staff when traveling outside of study abroad. For now, Redpoint should be suggested as the source of insurance when traveling not related to a study abroad program.
 2. Spouse and Children are covered under CISI Insurance when the spouse and/or children are traveling with a faculty/staff member on an actual program since they are considered dependents.
 3. This coverage does not cover alumni. Students must be an enrolled and have a current student status to be covered by CISI Insurance.
 4. The decision is ultimately up to the school but they must be aware that taking the risk of covering a faculty/staff member not traveling for study abroad purposes could result in a loss of coverage.
 5. Recommendation was made to push the concern up to the International Education Department since the issue goes beyond study abroad.
- E. The USG strongly suggested that all student be 18 years or older to participate in a study abroad program. This has become a concern with the growing number of MOWR students showing interest in study abroad. It is ultimately up to the university but the USG strongly suggests 18 and older.

VI. General Items for Chair

- A. NCAA made a statement making it easier for athletes to participate in internship and study abroad opportunities. Internship and study abroad will no longer count in the 5 year requirement that student athletes have.
1. Resources for student athletes
 - i. Fund for Education Abroad which promotes diversity in students going abroad does have scholarship opportunities specifically for student athletes.
 - ii. CEA Study Abroad proposed as a great opportunity for service learning for student athletes.
 - iii. University of Michigan has a chart for when the “off-season” for each collegiate sport is. This could be helpful when planning study abroad opportunities that are geared toward student athletes.
- B. All in attendance were given the opportunity to share information about study abroad programs that are still recruiting

- C. A discussion about scheduling the time of the SCIE meetings and subcommittee meetings was initiated. A suggestion was made to push the meeting back to the end of February or beginning of March for the spring meeting. The majority preferred to keep the meeting at the same time since it gets busier in many offices the closer it gets to summer. There was also a discussion to move registration up to an earlier date. An announcement was also made that there will be a vote for the new officers in the next spring meeting.
- VII. Next meeting sometime in September. (Tentative: September 22, 2017) Exact dates to be sent out by SCIE chair.
- VIII. Meeting adjourned at 3:00pm