

## System Council on International Education

Spring 2019 Meeting

January 25, 2019

Middle Georgia State University

Main Meeting: Room 212

10:00 AM

**Present:** ARNOLD, CLAIRE (USG SYSTEM OFFICE), AYUNINJAM, FUNWI (GEORGIA GWINNETT); BACUD, CHRISTIANN (VALDOSTA); BASKIN, RICHARD (GORDON); BRAKHAGE, TANYA (GEORGIA SOUTHERN); BROWN, JEFF (GEORGIA HIGHLANDS); BONGANG, BENN (SAVANNAH); CATMUR-SMITH, ROBIN (UGA); COKUSLU, SASHA (CLAYTON STATE); CORNISH, YANA (UGA); CRANE, JANET (COLUMBUS STATE); DARLEY, MARIA (AUGUSTA); DEMMON, SUSAN (GEORGIA COLLEGE); DOYLE, MARIA (WEST GEORGIA); EHIGIATOR, KIKE (GEORGIA STATE); FAULKNER, AUDREY (GEORGIA SOUTHERN); FLATT, CHRISTY (GORDON); FOX, JOHN (GEORGIA SOUTHWESTERN); GARCIA, FERNANDO (DALTON); GAYLORD-MILES, KATHERYN (KENNESAW); GREGO, KATHERINE (COLUMBUS STATE); GUGLIELMI, LUC (KENNESAW); HAVEY, LIZ (GEORGIA COLLEGE); HENRIQUEZ CHACON, ANDREA (KENNESAW); HIBBS, BRIAN (DALTON); HOUSLEY, HEATHER (GEORGIA STATE); JIANG, BINBIN (KENNESAW); JONES, NADINE (KENNESAW); KARNOWSKI, BETHANY (WEST GEORGIA); KNAPP, LEIGH (UGA); KOBBE, CANDACE (GEORGIA COLLEGE); KURTZ, GINA (UGA); LANHAM, JARRIS (GEORGIA COLLEGE); LEE, ALEXA (GEORGIA GWINNETT); LYNCH, JIM (COASTAL GEORGIA); MARTINEZ, DANIELA (NORTH GEORGIA); MATTORD, HERBERT (KENNESAW); MCCLELLAN, IRINA (VALDOSTA); MCDUFFIE, TARA (KENNESAW); MEARS, MARY (MIDDLE GEORGIA); MERTZ-WEIGEL, DOROTHEE (GEORGIA SOUTHERN); MUKHTAR, MOHEMED (SAVANNAH); MURRAY, STEPHEN (GEORGIA STATE); NANIUZEYI, EMMANUEL (SAVANNAH STATE); NEWMAN, LD (AUGUSTA); NIKOLOV, IVAN (VALDOSTA); NODA, MIMI (ALBANY); OSAKWE, NNEKA (ALBANY); OWUSU-ANSAH, ANTHONY (ALBANY); PALUMBO, CARMINE (EAST GEORGIA); PAULEZ, LORIE (GEORGIA TECH); REICHERT, BRETT (WEST GEORGIA); RENARD, JESSICA (WEST GEORGIA); ROSNER, TAMMY (USG SYSTEM OFFICE); ROUSSELOT DE SAINT CERAN, TINA (GEORGIA TECH); SCHULTE, SHEILA (NORTH GEORGIA); SEWELL, DARBY (ABRAHAM BALDWIN AGRICULTURAL COLLEGE); SHIFLET, CORYN (USG SYSTEM OFFICE); SMITH, CHARLES (SOUTH GEORGIA); SPEARS, ERIC K. (COLUMBUS STATE); STRAWN-VALCY, IYONKA (KENNESAW); SWEAZEY, MICHAEL (KENNESAW); SZMEDRA, PHILIP (GEORGIA SOUTHWESTERN); TAYLOE, SCOTT (VALDOSTA); THOMASON, LAURA (MIDDLE GEORGIA); WARD, NICOLE (KENNESAW); WATKINS, BRIAN (UGA); WYNN, JASON (GEORGIA COLLEGE)

- 1 Welcome: Maria Doyle, UWG
- 2 Minutes from 09/21/2018
- 3 Presentation by Claire Arnold, Associate Vice Chancellor, Accounting and Reporting
  - Program charge may cover transit, housing, meals, insurance, classroom rentals, site visits, promotional materials and other student related costs for running the program.
    - Will collect in account 14000
    - Recommend faculty travel come out of instructional funds
      - May be paid out of program charge if instructional funds is not available – the goal is affordability for the students
    - Recommend to pay academic experiences out of instructional funds, rather than the program charge
  - Research and Development should come out of instructional funds
  - No salary and fringe can come from 14000

- Emergency reserve should be between 5 – 15% of total predicted program charges
    - Appropriate uses: currency fluctuation, increased transit rates, emergency incidents, program cancellations
    - Can hold all emergency reserve in one account or separate – one will allow institutions greater flexibility
    - Can roll over – does not lapse
    - Collected in account 20000
  - Mandatory fees collected in 10600
  - Tuition collected in 10500
  - Current residual funds – determine amount that will remain as emergency reserve and move to 20000; determine operational amounts and move to 14000. Recommended uses for additional funds:
    - Add amenities to this year’s programs
    - Reduce costs for this year’s program
    - One-time purchases for study abroad
  - Out of state students may receive Presidential waiver, institutions may no longer collect the \$250 out-of-state fee
  - 10600 is allowable for Research and Development of new programs
    - UGA receives a set annual allocation for salary and benefits and can earmark some for program development
    - Recommend that the institution support salary and program development and will advocate to institutions
  - Currently operating programs can be expanded and research and development may come out of 14000 if encumbered out of current year budget
  - Fund 14000 will rollover at the fiscal year end, but should zero out at the operational end of the program
  - Do not distribute residual funds as scholarships, rather refund participants and ensure consistency across the board.
  - Minimize cash advance as possible – pay for as much up front as possible
- 4 USG Updates: Tammy Rosner, System Office
- Proposal for USO International Office from 2013
    - Advocacy – done through International Activities Report, reviewing policies, SCIE, and economic impact
    - Best practices - done through International Activities Report, CASSIE project, handbooks, training, and insurance
      - Do we want speaker’s bureau?
    - Infrastructure – done through meetings, website, directory
      - Do we want a standard credit articulation agreement?
    - Fundraising – Not for student scholarship or for faculty development
    - Economic Development – Sister Cities project failed, Georgia Department for Economic Development partnership
      - Do we want symposia on international business competitiveness?
    - What else do we want?

- Statistics–
  - 17/18 - 4.5% international students and holding steady (just below national average)
  - 2.5% study abroad (above national average)
- USG Goes Global
  - Universal tuition rate is \$199 with fees waived
  - University of West Georgia will be the fiscal agent
  - MOU's went out 1/28
  - Faculty agreements in process
  - 12 vendors will propose bids for each site
  - Website under construction
  - INGRESS training in late February for course registration
  - Xitracs implementation
  - Manager hire date projected 4/1
  - Vendor awards issued in August
  - Other councils will be added later
- Partnerships meeting
  - Partnerships group as a crowdsourcing tool
  - Looking to create a templates database
- Priorities:
  - Final BPM
  - Updated Study Abroad Handbook
  - USG Goes Global soft launch 2019; full implementation 2020
  - International Activities Data Snapshot release planned for March
  - Continued advocacy for study abroad to count toward promotion and tenure
  - Curriculum mapping
  - International Partnerships initiative
  - Pursue Collaborative Online International Learning Opportunities
  - Spring/Summer workshops
  - Continued updates to website

5 Sub-committee updates:

SAC: Lorie Paulez, Georgia Tech

- Voting on bylaws
- Discussing financial changes
- Discussing HOPE/Zell changes

CISS: Brett Reichert, UWG

- Discussing regulatory changes
- Call for new leaders
- Discussing climate challenges

6 Regional Council updates:

Africa Council: Mary Mears, MGA

- Successful SEMAU with 145 students and 22 faculty and a keynote speaker is the African Union Representative to the US

- Appeal to universities to participate – reach out to Mary Mears at MGA

Asia Council: David Starling, VSU

- Eric Spears is the new chair
- Discussing USG Goes Global changes, changes to agency accounts, faculty development workshop

Americas Council: Jose da Cruz, Georgia Southern

- 22<sup>nd</sup> annual conference held 2/22-23 in Augusta

European Council: Jeff Brown, Georgia Highlands

- Current enrollments 208, slightly lower than last year. 8 programs running, will discuss G3 changes.

Middle East Council: Jacek Lubecki, Georgia Southern

- Membership and minutes forthcoming

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Announcements

- Committees please define membership lists. The international staff at the USO will reach out to SIO's to name official representatives to the CISS and SAC.