

USG System Council on International Education
September 30, 2016
Middle Georgia State College, Professional Services Building (Room 212)

1. **Welcome and introductions**
 - a. Registration list was available for people to correct / update email addresses
2. **Executive Committee:**
 - a. Chair, Robin Catmur, UGA
 - b. Vice-chair, Salli Vargis, Georgia State University-Perimeter College
 - c. CISS Chair –Brett Reichert
 - d. EA Chair –Liz Havey
3. **Council Chairs:**
 - a. Funke Fontenot (Mary Mears) – Africa Council
 - b. Jose de Arimateia da Cruz – Americas Council
 - c. David Starling– Asia Council
 - d. Jeff Brown– European Council
 - e. Jason Tatlock –Middle East Council
4. **USG representatives:**
 - a. Tammy Rosner, Director of International Education at USG
 - b. Shay Robinson, International Education Coordinator
 - c. Dr. Michael Crafton, Interim Executive Vice Chancellor & Chief Academic Officer
5. **[TR1] Review of meetings format and locations**
6. **Opened discussion of minutes from January 2016 meeting.**
 - a. No edits or comments. Motion to pass by Neal McGrillis, many seconds; approved.
7. **Update from the Board of Regents office – Tammy Rosner**
 - a. Welcomed Ms.Shaye Robinson at International Education Coordinator, which is a new position –her role will be to rebrand the office and help with the USG J1 consortia program, be an international education generalist, help in the creation of a new blog, vision/mission and focus statement. Shay has helped create a new website, removed some outdated materials and updated and the website will be current as of October 2016 (New website is now online!). A one pager to get a quick overview of the work of the international education office was created for distribution at the system office. Work in progress, will share when ready.
 - b. MOUs may be sent to system office if there is no legal department on respective campuses
 - c. India Consulate - Good response for the India Consulate request, very overwhelmed with response and they are working on it.
 - d. Critical Systems – ensure that your Synapsis or Terra Dotta programs are considered a critical system on your campus. If not, you should advocate for this with IT to ensure recovery of data.
 - e. Open Doors – International Census – 2015 response is better. Jump in Study Abroad reporting . This information will be in Tammy’s report. Please provide other information if requested. She informed that there was a dramatic jump in

the reporting of USG Study Abroad numbers. In 2015 there was a 76% increase from the previous year and 90% in 2016 of schools reporting to Open Doors.

- f. English Proficiency - ESL programs to be approved by Dr. Davis, which hasn't been done since 2000.. They will be reviewing all ESL programs and all test scores will be reported through Banner starting summer 2017. Pre-existing programs will be subject to an abbreviated process, and new ones will be covered in more detail. . Will request all details of scores, tests, and result requirements. A letter will be sent from system office after review and letters should go out by the end of the year or early 2017
 - g. Website is updated - it now includes an increased number of English language tests allowed, and related minimum scores.
8. **Housekeeping**
 - a. Robin requested that we update contacts.
 9. **ESL Programs**
 - a. . There is a new list of English proficiency tests; test scores and other relevant data to be plugged in to Banner. Collection of these scores in Banner will help to ascertain what test are actually being used, average scores, and assessment process. David Starling talked about Junior colleges, schools, TOEFL waiver, and how each school should verify ESL program requirements. Data to be gathered from International USG Committee and stakeholders, reviewed, and make additional suggestions and recommendations every 3 years. Letters will be sent to all institution and this will be effective next fall.
 - b. Robin talked about the Great Scholars Program – scholar database system and assessment of English. A demo could be set up and some schools showed interest in this process. Discussions on this program and creation of a database ensued.
 10. **2017 Strategic Plan**
 - a. Houston Davis has included USG International Office in the FY 2017 Strategic plan update. The number one objective is to strengthen Study Abroad and then move to International Student Exchange. Efforts to increase funding and a proposal has been developed.
 11. **Tax Exempt USG Programs in Italy**
 - a. The legal officer of USG will work on agreement for all USG students. More discussion needed on this issue. David asked what the consequences would be if we did not work with the attorney in Italy. Maybe a good idea to discuss this issue in Study Abroad meeting. Neal asked if we fall in this category, David asked if this was a legitimate requirement, and Maria asked about whether number of students would matter. Ivan Nikolov requested that the system office clarify the process.
 12. **USG J1 Consortium Program**
 - a. New signature request, pay FEDEX
 - b. Moveit System, electronic system
 - c. Regents List, citizenship, LPEsystems
 13. **CISS Committee Report**
 - a. Brett Reichert said that there was nothing to report. Will provide updates to Shaye.
 14. **EA committee - Liz Havey**
 15. **Africa Council – Mary Mears**

- a. November 3-5 20th SEMAU at University of Georgia
- 16. Asia Council – David Starling**
 - a. Faculty development workshop plans under way. The event will be at Perimeter College in April 2017. David will send Robin the information to disseminate.
 - b. Working on increasing programs in Asia - Vietnam, Korea, and India. Let David know if you have faculty interested.
- 17. Americas Council – Jose de Cruz**
 - a. No report
- 18. European Council – Margee Bright-Ragland – no update**
- 19. Middle East Council – Jason Tatlock – no update**
- 20. Study Abroad and Faculty Exchange in College of Education programs**
 - a. There was discussion about exchange possibilities at UGA, Kennesaw State University, and Clayton State University. Other institutions were asked to report about programs they offer. Nursing and Education departments were interested in finding out how they could benefit from such programs. There were questions raised regarding the length of the programs such as short-term, embedded and legal issues. Some challenges faced at Georgia State University include late transcripts and graduation before credits arrived. It was suggested that schools with similar problems work together to help each other and report to Robin. Extensive discussion and suggestions.
- 21. Election, Chair SCIE**
 - a. Maria-Elena Dole, Dr. Eric Spears, and Dr. Sarah Speir, candidates for SCE Chair gave short presentations listing their qualifications and strengths for the position. Ivan asked if we could have electronic voting and Robin confirmed that we could.
- 22. FLSA**
 - a. There was some discussion regarding FLSA, faculty, post-docs, advising, and other positions. Concerns included exempt or non-exempt status, classification criteria, and how it could hurt the employee. Robin suggested that more discussion was needed and she would be willing to share solutions that UGA has been working on.
- 23. Events:**
 - a. GAIE, Athens, GA, Feb. 1-3, 2017
 - b. GILC, Rock Eagle, GA, Feb 17-19, 2017
 - c. NAFSA Advocacy Day, Washington DC, Mid-March, 2017
 - d. NAFSA National Conference, May 27 – June 2, 2017.
- 24. Introduction of Speaker**
 - a. Dr. Michael Crafton, Interim Executive Vice Chancellor & Chief Academic Officer
- 25. Move to adjourn – approved by motion at 12:05 p.m.**

Respectfully,
Salli Vargis, Vice Chair, SCIE
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