

# CISS Meeting Minutes

**January 18, 2002**

**10:00 a.m. - 12:00 p.m.**

**K-106, Learning Support Center  
Macon State College**

## **Members Present:**

David Adewuyi (Albany State)  
James Anderson (Armstrong)  
Laurel Logue (Armstrong)  
Cora Mencer (AMC)  
Chinwe Okpalaoka (Darton College)  
Chaudron Gille (Gainesville College)  
Sheila Schulte (Ga Tech)  
Nancy Shumaker (Ga Southern)  
Doug Podoll (GSU)  
Dan Paracka (KSU)  
Carmen Diaz (KSU)  
Liz Travis (MGC)  
Ann Tallant (NGC&SU)  
Cornelius St. Mark (Savannah State)  
Charlotte Janis (SPSU)  
Sylvia Shortt (West Ga)  
Sue Sugarman (Board of Regents)  
Libby Davis (GC&SU)  
Dwight Call (GC&SU)

## **Introductions of Members Present**

### **Approval of Minutes**

A motion was passed approving the minutes from the October 19th meeting.

### **CISS List Serve:** Intl\_Students@list.gcsu.edu

A reminder that members can use the list serve for discussion

### **University System Update:** Sue Sugarman

- The System Office needs an updated list of all Responsible Officers (ROs) and Designated School Officials (DSOs) at each institution. Members of the committee not present at the meeting should forward their list of names and departments/titles to Sue at [sue.sugarman@usg.edu](mailto:sue.sugarman@usg.edu). Please indicate which individual(s) is the primary contact person(s).
- Visit the System Web Site for useful information: <http://www.usg.edu> and <http://www.usg.edu>

/international\_ed/

- The new chancellor (Dr. Thomas Meredith) came on board on January 2, and you can find his address on the site.
- Check out the calendar of events that is updated regularly. Please send any meeting announcements / special international event notices to Sue Sugarman or Susan Leisure, and they will post it on the calendar. In addition, Sue and Susan like to keep track of any developments you might have on your web sites. Please inform them when you have updated your web site or added links/resources.
- The System Office is trying to build a scholarship database (for study abroad students and international students). If your institution offers any scholarships for this particular student population, please give the information to Sue or Susan.
- There is a National Hispanic College Fair on March 22 from 9:30am to 12:30pm at Life University. Most institutions should have received this information. If your admissions office did not receive it and you are interested in this information, you can contact Sue.
- NAFSA still has some free International Student Handbooks left. Interested institutions should contact NAFSA about receiving copies. The handbooks were designed for overseas advising centers, and therefore provide information more useful to students before enrollment (how to select and apply to U.S. institutions) rather than after enrollment; nevertheless, the handbooks still provide useful information.

#### **Follow-up on "Best Practices" recommended to System Council for International Education**

- The committee's recommendations for the System Council should be on the agenda for its meeting in the first week of February. Dwight will not be present since he will be out of the country, but Nancy Shoemaker agreed to serve as a representative for the committee. Members agreed that individuals on the System Council should receive the committee's recommendations for best practices prior to the actual meeting to provide adequate time for review
- Sue shared with the group AACRAO's Bill of Rights and Responsibilities for International Students and Institutions (available at <http://www.aacrao.org/international/rights/bill.htm> ) and asked if this would be something that the committee would be interested in endorsing. Discussion followed with several questions raised including AACRAO's definition of an "international student," the fact that the rights listed are really the same for all students regardless of nationality, and the fact that many institutions do not presently offer services listed in Article IV, Section 8, and it would therefore be a misrepresentation to endorse something that schools do not actually follow. Members felt that many of the items on the bill of rights replicated the recommendations that the committee already forwarded to the System Council. The suggestion was made that when Rick Sutton is discussing the recommendations at the System Council meeting, he could mention the fact that AACRAO recently sent out these bill of rights to all member institutions. Committee members decided it would be a good idea to check with their admissions offices to see if they received this message from AACRAO.

#### **Removal of constraints on International Student Admissions**

Dwight handed out a Board Policy Manual update from Rick Sutton regarding international student enrollment: "Each University System institution is required to file an annual report detailing the number of out-of-state

students enrolled during the previous academic year." The revision eliminates the specific cap on an institution's enrollment of out-of-state--hence international--students. The Board will simply monitor out-of-state enrollments and initiate appropriate actions if necessary. This should allow institutions to pursue reasonable international student recruitment strategies.

### **Definition of "international student"**

Sue handed out statistics on international student enrollment for institutions in the University System over the last several years. It seems that each institution defines "international student" differently, and Rick Sutton would like one definition that all schools can use in order to compare numbers. The committee thought there should be two definitions, one for counting/statistical purposes and one for support services:

For Statistical Purposes: all "enrolled non-resident visa holders" (including Fs, Js, Bs, Ls, Hs, etc.) Resident aliens (green card holders) and asylees would not be included in the count. Also, only enrolled students would be included, not students on OPT or Academic Training (who are included in the IIE's Open Doors statistics).

For Support Services: "students with any international issues" (study abroad students, resident aliens, etc.)

The suggestion was made to put an asterisk next to statistics related to non-resident international students explaining that the figures do not include permanent residents, etc., nor non-enrolled students on OPT, etc. (who are included in the IIE's Open Doors reports). To be consistent, the point was made that the definition of an international student would need to be defined by the BOR and made clear to various offices that generate statistics (research offices, etc.).

Residency for tuition purposes is a separate issue. The 1990 Residency Manual (the "Blue Book") states "An institution may waive out-of-state tuition for nonresident students who are financially dependent upon a parent, parents or spouse who has been a legal resident of Georgia for at least twelve consecutive months immediately preceding the date of registration; provided, however, that such financial dependence shall have existed for at least twelve consecutive months immediately preceding the date of registration." (Jan. 1990, page 2, Sect. I, 6)

### **SEVIS update:** Sylvia Shortt

Southern schools who participated in the CIPRIS pilot program are supposed to go on-line with the new national SEVIS system the week of January 21st. Schools in Boston have already joined the SEVIS system. By June 2002 all schools are supposed to go on-line. Sylvia will give an update at the winter Georgia Association of International Educator's Conference (GAIE) in Unicoi (for registration info go to [http://www.uga.edu/international\\_ed/gaie/](http://www.uga.edu/international_ed/gaie/)).

### **System-wide Insurance Proposal:** Sue Sugarman

Sue will check on the possibility but would like to collect information from each institution about any current policies (e.g., type of coverage, what you like and don't like about it, what you would like in an ideal policy, etc.).

The suggestion was made to include mental health coverage. Sue also needs to know which campuses provide student health services. The proposal calls for separate insurance policies for three different groups of individuals: (1) study abroad students, (2) international students and (3) international scholars. It was pointed out that the state of Georgia should consider requiring all state university students (U.S. and international) to be insured like the state of Texas does, which protects students and keeps premiums low.

### **Collaborative Marketing / Recruitment**

- Many barriers to recruitment were discussed: money, outsourcing credential evaluations, etc. Some committee members also explained that they did not do recruiting for their campuses. The suggestion was made to develop recruitment and admissions "best practices" and make recommendations to the System Council. Members on the committee were asked to take this question back to their institutions and come up with suggestions.
- Nancy Shoemaker will coordinate a meeting at the GAIE winter conference (Feb. 20-22) with Jim Anderson, Dwight Call, Sylvia Shortt and Dan Paracka about putting together a proposal for a Global Partnership Grant (due April 1).
- As one example of collaborative recruitment proposals, Sue passed out information from one recruiting company (Infozee) to recruit Indian students. For more info about this company, visit their web site at [www.infozee.com](http://www.infozee.com) .

### **Tasks Ahead**

- Come back with ideas for recruitment and admissions best practices
- Meeting at GAIE winter conference to discuss Global Partnership Grant proposal
- Contact Sue Sugarman with list of ROs/DSOs, info about insurance policy/campus health services and web site updates/announcements

**Next Meeting:** Friday, March 8, 10:00 am - 12:00 noon

### **Announcements**

- There will be a Volunteer Income Tax Assistance (VITA) workshop at Georgia State on Friday, 15 February, 9 AM to 5 PM. Contact Doug Podoll at [STDDFP@LANGATE.GSU.EDU](mailto:STDDFP@LANGATE.GSU.EDU) for registration information.
- There is an International Student Adviser position available at Ga Tech. For more info, contact Sheila Schulte at [sheila.schulte@oie.gatech.edu](mailto:sheila.schulte@oie.gatech.edu)

### **Meeting Adjourned**

---

© **Board of Regents of the University System of Georgia**

270 Washington Street, S.W., Atlanta, GA 30334

U.S.A.