

**USG Study Abroad Committee
April 25, 2008 Meeting
Macon State College**

Attendance:

Dlynn Armstrong-Williams (NGCSU), Adrienne Langston (GA Perimeter), Liz Havey (GCSU), Bernard Anderson (Kennesaw St.), Megan Powell (EC/ISEP), Debra Denzer (GA Perimeter), Andrew Dawson (Georgia Highlands), Phil Szmedra (Georgia Southwestern), Neal McCrillis (Columbus St), Jennifer Evanuk (GA Tech), Martha Wilson

Minutes

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

USG Update provided by Dlynn Armstrong-Williams

STARS Awards for Fiscal Year 2009 can be as high as \$1000 per student with lesser awards available. Under Core Curriculum, representatives should check with Faculty Senate Chairs and institutional representation on the CCI.

Distribution of Code of Ethics Manual for Study Abroad Programs.

Nationally there is an increase in scrutiny of how Study Abroad programs are developed, run, assessed, etc. There is a request for volunteers to work on a subcommittee this summer with Susan Pratt to examine the principles suggested by NAFSA and adapt the manual to the University System of Georgia. Among other things, proper orientation of faculty and students is a concern. Summer Volunteers: Bernard Anderson, Liz Havey and Andrew Dawson. Phil Szmedra, Neal McCrillis, Debra Denzer, and Dlynn Armstrong-Williams agreed to help if there is still work to do in the fall.

Reminder: September 19, 2008 SCIE and committee meetings.

Summary of Study Abroad Workshop on April 4, 2008

Comment about the Workshop:

- Helpful
- Productive
- Beneficial for both internationalization and for study abroad
- The panel was the best part
- Enjoyed the 2 year college discussion of alternatives to traditional study abroad formats and managing non-traditional populations
- Resource CD for the Study Abroad workshop has strategies for financing and the NAFSA work is good

Suggestions:

- More resources
- More networking time
- Perhaps two-tiered: beginning level and continuing level

Discussion of agendas for 2008-2009 meetings for the committee.

The Code of Ethics would be the focus of the first meeting. For the second meeting it was suggested that we have a meeting, lunch, and then networking time for similar institutions to meet or another suggestion was that we have a nuts and bolts workshop for small colleges (meaning colleges with new and small international programs) it was suggested that Chaudron Gille and Neal McCrillis run this workshop on design. The third meeting could cover program implementation.

Other Discussion Topics:

- **How do various institutions handle the issue of “tag-a-longs”—non students on study abroad programs, usually the significant other of a faculty member?** Institutions that allow for this have liability waivers and not handle the arrangements for the guest. General consensus was that on shorter programs, 2-4 weeks, it was not advisable to have non-student participants.
- **How and when is STARS money being disseminated to students?** Georgia College and State University was experiencing some difficulty getting money to two of the students.
- **How do we publicize programs?** Institutions will share study abroad information at the meeting in September. The University System of Georgia catalog is not consistently utilized by member schools. This was followed by a discussion of the SUNY general application form for study abroad programs. Colleen has been researching this. The group seemed unclear of the benefit of this for the University System of Georgia .
- **What is the consensus regarding borrowing from others’ websites?** Most agreed that this is fair and done regularly but agreed that the originator should be cited. Dlynn Armstrong-Williams recommended looking at Penn State’s on-line orientation.
- **How can we better enable collaboration among smaller institutions?** The lack of information and differences in institutional calendars is an obstacle. The group would like to check on the possibility of spring break collaborations. Debra Denzer volunteered her office to check the spring break dates 2009 for the University System of Georgia institutions.

Meeting adjourned 11:45.