

USG Study Abroad Committee

January 23, 2009 Meeting

Macon State College

Attendance:

Nancy Shumaker (Georgia Southern), Brian Ray (ABAC), Debra Denzer (GPC), Bill Schaniel (UWG), Kasee Laster (UGA), Susan Pratt (GA Tech), Farrah Bernardino (Georgia State), Nneka-Nora Osakwe (Albany State University), Patricia Ryan-Ikegwuonu (Albany State University), Martha Wilson (Macon State), Ulf Kirchdorfer (Darton College), Jill Schulze (GSC), Tiffany Briceno (SGC), John Lugthart (Dalton College), G. Titi Oladunjoye (ASU), Jonathan Elimimian (ASU), Bernice Nuhfer-Halter (SPSU), Thomas Howard (AA), Jim Anderson (AA), Nuru Akinyemi (KSU), Betty LaFace (Bainbridge College), Neal McCrillis (CSU), Philip Szmedra (Georgia Southwestern), Ivan Nikolov (VSU), Jane Knight (MGC), Daniela Martinez (NGCSU), Dlynn Armstrong-Williams (NGCSU)

Minutes

Meeting called to order at 10:03am
Changes to minutes from Sept. 19, 2008.

Names Misspelled/ Changed

Dlynn Armstrong-Williams
Patricia Ryan – Ikegwuonu
Nneka Nora Osakwe
Neal McCrillis

People not listed but attended

Genevieve Breedon
David Starling
Liz Havey

Motion to approve the minutes by Phil Szmedra second Neal McCrillis

I. Upcoming International Issues (OIE Updates)

- We did get the STARS funding released this year, but it is still very volatile and this should be discussed as a committee in order to preserve the STARS funding.
- The way that the STARS money comes to the BOR is through a special funding initiative, but it can't be re-directed to any other activities.
- We don't know who will be taking over the Study Abroad activities and responsibilities aka Susan Pratt's job.
- Dr. Marci Middleton will be in charge of the study abroad catalog because they still believe this is a valuable tool.
- The money for STARS will be acquired the same way as in the past. Money will be released to the BOR office and then released to institutions. The amount of funding is coming, in its full amount, in approximately three weeks. It is a possibility that the funding will be usable until December, not a promise– but a possibility.

- Each institution needs to coordinate with its business office as to where the money (from funds) should go. It is possible to put it in an agency account but it is at each school's discretion.
- Resources on the BOR website – it is an excellent list of resources, but at this point we don't know if there will be someone to maintain it.
- The Study Abroad Audit draft report will be issued soon. The auditors are generally satisfied with the results, and they were pleased with all the collaboration they received from all the institutions. These were not big issues, but as we expected in many places, practices have not caught up to the policy.
- There is a need for the SAC chairs to initiate the discussion with the Board office and the people who are taking over. It is important for them to understand what we need and what each of the institutions has been receiving from the central office. We also need the schools to understand that the people at the BOR do not have the knowledge that we are used to (from the OIE staff).
- One of the challenges the committee will face is the lack of knowledge from the BOR office. The solution will be to rely on each other and maybe not so much on the central office as previously done.
- The reason for the closing of the OIE office is budgetary, as stated in the termination letters the OIE staff received; budget cuts will continue so we have to think about where we can economize.
- The final date for operation will be March 31st, and everyone in the office will leave at the same time. At this point we are working on the transition.
- International education is still a part of the stated mission of the state. So who knows, after a couple of years the office might be re-constituted – it is up to you to continue the momentum.

II. Restructuring of SCIE and Committees

- No bylaws committee, but we do need to have a plan to transition the leadership and should not allow the committee to die.
- Quick fix – call/email Dlynn and she can re-route questions. We should use the listserv for any questions we have! We need to place whoever is in charge at the BOR on the listserv so that she can learn about the issues too.
- OIE office used to manage the listserv – now we need to figure out who can manage the listserv. Maybe the SAC chair.
- STARS Funding: Carrie Sloan currently manages these funds. Dlynn needs the information about how much each school gets so we can explain why we needed the funds and fight for next year's funds.

III. Audit & Financial Guidelines

- The auditors were very open to receiving questions from offices of international education about accounting issues. They offered their services and are willing to help, so we will put out contact information on the listserv.

IV. Announcements (about each campus)

- Patricia Ryan-Ikegwuonu – gave thanks for collaboration and support of our programs in South Africa and Kenya. Phil Szmedra is coming to our institution to promote his program because we need to open up the doors so our students can make informed decisions. We will also have a London program for Education majors.
- Debra – has a program in Strasbourg France.
- Betty LaFace – study abroad fair in conjunction with a consortium for two-year colleges. We can provide lunch and maybe mileage for you to come. We have two programs in Belize during spring break and Maymester.
- Phil Szmedra - Has 13 students going. Had auditors come to GSW and not sure why. Everyone knows we have to separate instructional vs. program costs. Faculty lodging and expenses can come out of program fees, but we do not have to put faculty travel in the tuition portion. That can come out of program fees; needs documentation. It has to be from different accounting and faculty salary does not come out of it. UGA – we have used a budget template for many years and our auditors are happy.

- Middle Georgia College - We are getting invoices from CISI because they are clearing their books. Have many of you been receiving this? Because of the delayed invoices we are running into closed agency accounts. When is the contract coming to an end? We will look into re-negotiating the contract, who will sign the contract? We are in the 3rd year of the contract and it is a 5-year contract. Institutions are allowed to choose their own vendor if they don't want CISI.
- Issues for committee – we need to plan a meeting in April. We can suggest a date for other committees in order to coordinate with the other committees. Tentative date: April 17, 2009
Hopefully we will have more information about the transition by the next meeting.
- UGA Kasee Laster – Semester in Costa Rica – education major. And we have a new catalog for UGA programs.

11:41am meeting ended