

Advisory Committee on International Study Meeting notes from February 6, 2006

In attendance: Marie Alice Arnold, Michael Arnush, Sue Bender, Cori Filson, Deb Hall, Jim Kennelly, Kate Leavitt, Monica Raveret-Richter, Paty Rubio

Action Items:

1. Michael Arnush will speak to Deanne Palmer regarding creating a web page to link to the CEPP web site. All ACIS documents will be moved to this website including notes from the meetings.
2. Michael will also move SADS documents to CEPP website.
3. OIP to provide Michael with electronic copies of back up documents.
4. Cori, Paty, Jim, and Marie Alice will form a group to put together the agenda for the workshop to train faculty on how the Skidmore evaluation process.
5. The committee felt that a small group should look at designing a template for a small pilot program on preparation for study abroad and integration back on campus for students for the fall semester.

Agenda Items:

1. ACIS Report for CEPP
 - It was recommended that the SADS documents mentioned in the report be moved to a CEPP web page. Michael will update the report to include the new URLs.
 - OIP also asked if an ACIS web page could be created where we could post ACIS documents as well as the notes from the meeting
 - Michael reported that once changes are made the report will be sent to Matt Hockenos, Chair of CEPP.
2. Review of Spring 2006 ACIS Agenda
 - Michael reviewed the items still left on the agenda in order to prioritize. (A copy of the agenda is attached.) Approved programs and Academic Vision are still top items.
 - Under approved programs the following items Finalize and Refined the Approved Programs list, Revisit Program Petition Process and Goals, and Devise a process for Departments and Programs to add new Approved Programs are high priorities. OIP will work with departments that do not as of yet have and approved programs list. There are several departments already asking how to add programs to the approved programs list. There is also a concern regarding the SUNY program in Oxford. Its configuration lends it to better serve Skidmore students as a year program.
 - The committee discussed agenda item Recommend Guidelines, Procedures, and Schedule for Assessment/Evaluation Visits of Approved programs. Cori is still working to get the final approval for the evaluation process proposal. OIP is halfway through putting together the spreadsheet on when programs were last reviewed/evaluated. Once done OIP will share with ACIS members and ask for suggestions of programs that need evaluation. Cori, Paty, Jim, and Marie Alice will form a group to put together the agenda for the workshop to train faculty on how the Skidmore evaluation process. Once agenda is outlined and programs chosen the when of holding the work shop will be clearer. Some suggestions were right before classes start in the fall, sometime in May, maybe study day in October. Most faculty will only be able to do evaluations in Spring break.
 - All the information necessary to assess short- and long-range financial impact of Approved Program model are not in. The committee will review the information as soon as it is available.
 - The committee did discuss agenda item Consider a Summer Approved Programs list. Although advising for summer is happening now, putting together an approved programs list for summer programs has implications for other areas of the college

(e.g. financial aid) that would make it a much larger conversation that can be considered later in the term.

- Under the agenda heading Academic Vision and Educational Policy the committee spent time addressing Preparation and integration of students. OIP offers programming to students to prepare for departure and to help them adjust to campus when they return. Students are also asked to complete evaluations regarding their programs. While most students attend the mandatory pre-departure sessions almost no students take advantage of the returning program and the number of students who complete evaluations is dismal. How can OIP get more buy in from students? This is a big issue in the field of study abroad in general. Some institutions require attendance in pre-departure and re-entry and completion of evaluations in order for credits to transfer. The committee felt that at Skidmore it is natural for students to turn to faculty for these things. If faculty were involved students might be more likely to come. Several models were suggested. A one credit course or a workshop, anchored in departments, addressing the needs of the department, in conjunction with OIP addressing the emotional needs of coming back. Additionally there is more that can happen besides a workshop. OIP could work with departments on how to incorporate experiences back into the classroom. The committee felt that a small group should look at designing a template for a small pilot program for the fall.

Deb Hall mentioned she met someone at the Multimedia Narratives workshop at CET through a Mellon Grant was hired by a university to create this kind of programming. Deb has since provided the name. The person is Doug Reilly from Hobart and William Smith. It appears they partner with Union College on the project. Links to their project and resources:

http://academic.hws.edu/pge/about_the_pge.html

includes links to the annual journal (a pdf book and quicktime movie):

http://academic.hws.edu/pge/enter_the_aleph.htm

<http://www.hws.edu/academics/enrichment/studyabroad/back.asp>

<http://www.hws.edu/academics/enrichment/studyabroad/aboutCGE.asp>