

**ADVISORY COMMITTEE ON OFF-CAMPUS PROGRAMS (ACOP) FORMERLY (ACIS)
Annual Report 2008-2009**

The membership of the Advisory Committee on Off-Campus Programs (ACOP) for the 2008-2009 academic year consisted of the following individuals:

Erica Bastress-Dukehart, History, Chair and CEPP representative
Sylvia Franke, Biology
Leslie Mechem, Classics
Adrienne Zuerner, Foreign Languages & Literatures
Cori Filson, Director, OCSE
Tina Breakell, Program Manager, OCSE

The committee met 7 times this year.

ACOP CHARGE & COMMITTEE NAME:

The committee reviewed the current ACIS charge, which reads more like an operating code. The committee collectively decided that it was best to eliminate the bottom half of the document and retain the top paragraph. The Advisory Committee on International Study (ACIS) will be known as the Advisory Committee on Off-Campus Programs (ACOP) and changes were made to the website. All changes were approved by CEPP.

ACOP MEMBERSHIP

In light of the recent FEC proposal distributed to all committee chairs, ACOP discussed how many faculty members would be necessary for committee membership. ACOP decided that the committee would continue to work well with one less faculty member as long as faculty represented a range of disciplines. ACOP further decided that having a member of CEPP as chair and two additional faculty members would be sufficient for committee representation, eliminating one faculty position for ACOP.

FACULTY SITE VISITS & SITE EVALUATIONS:

As discussed last year, the lack of participation on faculty site visits was problematic. ACOP discussed how to express to the faculty the importance and seriousness of these visits; the idea of sending ACOP members to conduct these evaluations; and the idea of sending OCSE staff to conduct these evaluations. Currently, the sites are not being evaluated as needed given the parameters of approved programs and, in addition, the last minute changes and withdrawals by faculty are damaging OCSE's relationship with our overseas partners.

The proposed site evaluation list was reviewed and it was decided that chairs and directors should have first preference for selection of what faculty members should do the site evaluation, with ACOP members prepared for back-up, and OCSE staff as the last resort for a general review. The committee suggested that OCSE first target the specific chairs on the approved programs list, instead of sending a blanket email to all chairs. The targeted email should also explain what the expectations are on a faculty site-review, outlining expectations and parameters (including a timeline) so that faculty are aware, and what dates and commitments on-site are expected.

Once OCSE receives feedback from chairs and selections are made, it was suggested that the email confirming selection for the faculty evaluation should come from Muriel and Erica. Then the faculty member should have their preparatory meeting with OCSE two weeks after they commit to the site evaluation, to ensure that they will not pull out of their commitment to OCSE and the provider.

OCSE NOTE: Much of this discussion is now moot as the funding for these evaluations has been significantly cut. For the next few years, OCSE will fund only those site visits that are urgent due to academic or student support concerns. Once our funding is reinstated we will proceed as outlined above.

SKIDMORE IN INDIA PROGRAM:

ACOP was consulted regarding administrative and academic concerns surrounding the Skidmore in India (Mysore), slated to start in spring 2010. ACOP was also informed about the consequent cancellation of the India program. The cancellation was announced at the April 3, 2009 faculty meeting.

ACOP decided that all programs that students petitioned for in the past three years will be provisionally approved through fall 2010. In addition, ACOP approved two additional programs for provisional approval, based on the fact that they offer students distinct opportunities and might be potential customized program partners in the future. The full list of proposed programs includes:

Previously approved:

SIT: Arts & Culture (Delhi)

Previously approved through petition:

SIT: Culture & Development (Jaipur)

Antioch College: Buddhist Studies in India (Bodh Gaya)

CIEE: Arts & Science, University of Hyderabad (Hyderabad)

Provisionally approved based on potential for future partnership:

IES: Delhi (Delhi)

MSID, Jaipur (Jaipur)

SPELMAN COLLEGE EXCHANGE PROGRAM:

ACOP reviewed and approved an exchange agreement with Skidmore College and Spelman College. This is a one-to-one reciprocal exchange agreement in which a Skidmore student can study at Spelman for a semester or full academic year; in exchange a Spelman student can study at Skidmore or on a Skidmore College off-campus study program. (This new exchange program is a completely separate program from the existing National Student Exchange Program.)

The Spelman program proposal was announced on November 7, 2008 in the Faculty meeting. According to the CEPP guidelines, the Spelman proposal does not need to go to the faculty for a vote, as Spelman is strictly an exchange agreement.

SHORT-TERM PROGRAM PROPOSALS:

Proposal Review and Approval: The committee confirmed that OCSE can only fund 3 short term programs each year for 2010 and 2011. Three of the four proposals submitted for consideration were approved: Costa Rica, Vienna, and Paris & London were approved for 2010; Bath and Rome were approved for 2011.

The proposal for the 2010 Antigua program through the Education Department was denied. There were many concerns with this proposal, namely that the revised submission did not answer the committee's concerns, there were still clear links to the UWW program, and the learning objectives and on-site support concerns were not addressed. In addition, the Education department's program in South Africa will run again in summer 2009. The committee does not want to privilege one department over any others, therefore, ACOP wanted to give other departments the opportunity to run different programs. ,

Deadlines on CEPP STP Proposal and Intent documents: There was faculty confusion regarding deadlines and submission dates for this round of proposals. The confusion was based on the fact that we tried to approve 2010 and 2011 winter and spring proposals all at once, attempting a more efficient process. Adding to the confusion is the ongoing discussion of which office – Summer Programs or OCSE – will manage summer off-campus programs. Once a decision is made regarding which area will manage these programs in the future, ACOP will review of the deadlines and recommend changes to CEPP.

APPROVED PROGRAMS LIST:

ACOP determined that changes to program providers that do not change the academic partner (for example, a change from IFSA-Butler to Australearn for the University of Melbourne) are administrative in nature. These administrative changes can be made by OCSE and reported to ACOP which will then report the change to CEPP in the final annual report at the end of the Academic Year. If there are any curricular changes, ACOP will continue to review and approve proposals throughout the year and report any subsequent changes to CEPP.

NON-APPROVED PROGRAM PETITIONS

ACOP approved the following petitions for off-campus study to non-approved programs:

PETITIONS FOR OFF-CAMPUS STUDY IN SPRING 2009:

Total Approved:	17
<u>Total Denied:</u>	<u>2</u>
<u>Withdrawn:</u>	<u>3</u>
Total Petitions:	22

APPROVED FOR SPRING 2009:

Brazil:

CIEE, Pontificia Universidade Catolica de Sao Paulo, Sao Paolo, Brazil (2 students)

China:

Asia Learn, University of Hong Kong, Hong Kong, China (1 student)

CIEE, Business & Culture Program, Shanghai, China (5 students)

NYU, Shanghai, China (1 student)

University Studies Abroad Consortium, Shanghai, China (1 student)

Czech Republic:

CIEE, Charles University, Prague, Czech Republic (1 student)

Germany:

NYU, NYU in Berlin, Berlin, Germany (1 student)

IES, Metropolitan Studies Program, Berlin, Germany (1 student)

New Zealand:

Frontiers Abroad, University of Canterbury, Christchurch, New Zealand (2 students)

Various Countries:

IHP, Cities in the 21st Century, Multiple Destination (1 student)

IHP, Health & Community, Multiple Destination (1 student)

DENIED FOR SPRING 2009:

Botswana:

CIEE, University of Botswana, Gabarone, Botswana (1 student approved but did not meet GPA condition)

France:

Institute for American Universities, Aix-en-Provence, Aix, France (1 student)

WITHDRAWN FROM SPRING 2009:

China:

CIEE, Business & Culture Program, Shanghai, China (1 student)

France:

Parsons School of Design, Paris, France (1 student)

Spain:

CIEE, Business and Society, Seville, Spain (1 student)

PETITIONS FOR OFF-CAMPUS STUDY-FALL 2009:

Total Approved:	8
Total Denied:	<u>1</u>
Withdrawn:	<u>3</u>
Total Petitions:	12

APPROVED FOR FALL 2009:

Germany:

IES, Metropolitan Studies Program, Berlin, Germany (2 students)

Lexia Study Abroad, Art Program, Berlin, Germany (1 student)

Italy:

Hendrix College, Accademia dell'Arte, Arezzo, Italy (2 students)

South Africa:

CIEE, University of Stellenbosch, Stellenbosch, South Africa (1 student)

Switzerland:

SIT, Development Studies & Public Health, Geneva, Switzerland (1 student)

Multiple Destinations:

American University, Washington Semester, Multiple Destinations-Domestic & International (1 student)

DENIED FOR FALL 2009:

England:

IES, Study London Program, London, England (1 student)

WITHDRAWN FALL 2009:

England:

Sarah Lawrence, London Theatre Program, London, England (1 student)

India:

CIEE, University of Hyderabad, Hyderabad, India (1 student)

Madagascar:

SIT, Culture & Society, Madagascar, Africa (1 student)

PETITIONS FOR OFF-CAMPUS STUDY-SPRING 2010: (*Complete list still pending until next semester-will reflect on next years report*)

Total Approved:	3
Total Denied:	0
Total Petitions:	3

APPROVED FOR SPRING 2010:

England:

IFSA-Butler, University of the Arts, London, England (1 student)

India:

SIT, Culture & Development, Jaipur, India (1 student)

SIT, Arts & Culture, Jaipur, India (1 student)

ACOP MEMBERSHIP

The membership for 2009-2010 will consist of:

New Faculty Member, TBD, Chair and CEPP representative
New Faculty Member, TBD
Adrienne Zuerner, Foreign Languages & Literatures
Cori Filson, Director, OCSE

Tina Breakell, Program Manager, OCSE

Respectfully submitted,

Erica Bastress-Dukehart
Chair of ACOP, 2008-2009