

**Advisory Committee on International Studies  
Meeting notes November 5, 2007**

**In attendance:** Erica Bastress-Dukehart, Chair, Sylvia Franke, Leslie Mechem, Paty Rubio, Cori Filson, Marie Alice Arnold

**ACTION ITEMS:**

- Cori Filson will speak to Muriel Poston regarding the revised Off-Campus Study & Exchanges mission statement.
- Erica Bastress-Dukehart will bring final version of new mission statement to CEPP.
- Erica Bastress-Dukehart will talk with Matthew Hockenos and Tillman Nechtman regarding evaluating approved programs in Scotland.
- Erica will follow-up with Sue Bender regarding an approved programs list for Sociology.

1. Update on Mission Statement

Cori updated the committee on the status of the Off-Campus Study & Exchanges mission statement. Cori has made the recommended revisions and shared the document with Erica and the committee. Erica will be bringing the revised mission statement to CEPP at the November 6 meeting. Cori will update Muriel on the recommended revisions. The revisions are deemed necessary given the added responsibility of domestic exchange opportunities to Off-Campus Study & Exchanges.

2. Site Evaluation Nominations

The site evaluation nominations received from chairs were much better this semester. They were more focused and very logical. Two nominations were discussed. The guidelines for nominations state that evaluators need to be tenure track faculty. One intended by-product of the site evaluation process is to develop a cadre of faculty with first-hand experience and knowledge of the approved programs. Thus the tenure track faculty requirement. The two nominations discussed were for faculty who are not in tenure track positions but are either a permanent lecturer or moving to a tenure track. In both instances the committee felt it appropriate to support these nominations. The faculty will be around to share the knowledge gained from the evaluation experience.

The committee then discussed programs that need evaluating but lacked nominations. Cori will approach the chairs of the departments that have approved those programs to encourage a nomination.

The committee also recommended that Off-Campus Study & Programs touch base with departments to see how they are using the evaluation reports.

3. Short Term Programs Review

Two proposals were received after the first call for faculty led short-term program proposals. Only one of the program proposals received after the first call for proposals is viable. One additional proposal was received after the second call. Off-Campus Study & Exchanges is concerned that in previous semesters people have been turned away. Has anyone on the committee heard anything as to why faculty aren't interested?

The committee has not heard anything in particular. A number of theories were mentioned including the reduction of financial aid available to students on short-term programs, the previous competitiveness of the proposal process, word getting out that programs are a lot of work and faculty are not compensated for the extra work involved in putting together the program, faculty might be uncomfortable dealing with financial issues with students, getting courses approved by curriculum committee, and that these programs take place during time periods that the faculty consider theirs.

It was also noted that all of the faculty that had submitted proposals but were turned away have now completed programs. Perhaps there is limited faculty interest for these opportunities.

Off-Campus Study & Exchanges is concerned as there are a number of students served by these programs who would not otherwise study off-campus.

The Committee recommended that Off-Campus Study & Exchanges look to develop some carrots for faculty involvement.

4. Update on conversation with Sue Bender

Erica and Cori met with Sue Bender to discuss the approved programs list for sociology. Now that approved programs have been in place for a couple of years we see sociology majors studying abroad and receiving credit in Sociology. The major has been reluctant to lay claim to any programs for their major. Sue Bender agrees it is a good time to put together a list. She will speak with Kate Berheide to create a list. The department would benefit by having their faculty better know the programs their majors are participating in for credit. Erica will touch base with Sue to see if OCSE/ACIS needs to follow-up to make the case for an approved program list for Sociology. A model that they might want to emulate would be the International Affairs list.