

**Advisory Committee on International Studies
Meeting notes April 23, 2008**

In attendance: Erica Bastress-Dukehart, Chair, Sylvia Franke, Leslie Mechem, Paty Rubio, Cori Filson, and Tina Breakell

Announcements: This is the last ACIS meeting of the 2007/2008 Academic Year

CEPP has not had the opportunity to review ACIS matters due to UWW discussion. Erica will bring the ACIS questions to the CEPP retreat, including the oversight of domestic programs and the issues of short-term programs.

ACTION ITEMS:

- Erica Bastress-Dukehart to discuss oversight of domestic programs and short-term programs on the CEPP retreat this summer. She will report back to ACIS what is discussed and determined.
- Cori will ask Mary Lou to put the issue of full financial aid for up to two study abroad experiences on the agenda for the IPPC sub-committee on admissions and financial aid.
- Cori will bring the proposal for a new India program to ACIS in the fall.
- Cori and Erica (?) will continue to discuss the role of faculty on site visits and the need to take such visits seriously in order to adhere to the approved programs structure. Cori will bring suggested changes in the process to ACIS in the fall.
- Cori to bring topics of faculty site evaluations and short-term program stipends to a chairs and directors meeting in the fall. Cori will work with Muriel Poston to coordinate an appropriate time.

Regular Business:

Short-Term Programs

Proposal Approval Process:

Cori discussed that the amount of time taken for faculty short-term program proposal review was problematic. It took three months to review two proposals for the 2008/2009 Academic Year. Jim Chansky and Cori Filson were left with the bulk of the proposal review. In the end, the proposals were sent to Mark Hoffman who made the final determination to forward them to Curriculum Committee without further additional review by the small group charged with approving them. The process is cumbersome and ineffective causing many problems within OCSE and with faculty.

Cori explained the history of the current review process and the rationale behind the current structure in which five people, representing CEPP and curriculum committee, the Dean of Faculty, the Director of OCSE, and the Director of Summer Programs, are responsible for reviewing faculty expressions of intent & short-term proposals. Cori also explained that CEPP was originally involved in the conversations because of possible policy implications.

Cori proposed that in the future, ACIS take over this responsibility and include with the Director of Summer Programs, Jim Chansky, to ensure that there is no summer/semester program overlap. She suggested that 1) ACIS and the Director of Summer Programs review proposals and report approvals of expressions of intent to the Associate Dean of Faculty; the Associate Dean of the Faculty would review them with an eye toward any institutional curricular and resource issues; 3) ACIS and the Director of Summer Programs review final proposals; 4) ACIS forward approved proposals to the Associate Dean of the Faculty for final review; 5) the Associate Dean forward final proposals to curriculum committee for final approval. ACIS supported this proposal. ACIS also supported the current timeline and felt that each approval stage should take no more than one month.

Paty suggested that the committee also consider the possibility of repeating certain short-term programs. A lot of work goes into these programs and it may make sense for the popular programs to run every 2-3 years. Of course, preference would be given to new proposals. Cori would also like to discuss the possibility of offering stipends to faculty who lead these programs.

Financial Aid:

The other discussion in regards to the short-term programs concerned the issue of financial aid availability to students who wish to participate on the program(s). Currently, 50% of the program fee for short-term programs may be covered by aid; the other 50% is the sole responsibility of the student. In addition, student may use full aid on two semester-long off-campus study experiences. Cori would like to propose to the IPPC sub-committee on admissions and financial aid that full financial aid carry over to two experiences abroad. This could be for a combination of a short-term program and a semester program, two semesters abroad, or two short-term programs abroad. Financial aid has never been available for summer programs in any capacity and that will continue. If we move to full financial aid for short-term programs, the program deposit would be covered. ACIS supported the proposal. Cori will bring the proposed policy change to the IPPC sub-committee in the fall.

Shakespeare Programme

In the fall, Cori discussed the future of the Skidmore College Shakespeare Programme with Lary Opitz, chair of Skidmore's Theater Department. This program came under the OCSE umbrella two years ago. Enrollments have dropped dramatically in recent years and the Theatre department's support of the program has waned. Cori and Lary discussed canceling the program, and Lary supported the idea in exchange for expansion of more conservatory based programs on the Theatre Departments approved programs list. Enrollments for fall 2008 have increased and are higher than any semester in the past four years. However, the program continues to support a majority of non-Skidmore students. With this in mind, Cori suggested we move forward with our plans to cancel the program for fall 2009. ACIS supported this plan.

India Program

After many difficult years and much discussion, Skidmore has left the India consortium. The current program no longer meets the needs of our students and severely limits our enrollment capabilities in India. (The program only allowed for 4 students to participate each year, and the interest is much higher than that.) For our short-term India program, 60 students were interested in being considered for 14 slots. Joel Smith and Rob Linrothe are looking into an agreement with an organization that is affiliated with the University of Mysore. The new program would be structured specifically for Skidmore students. Cori will bring a full proposal to ACIS in the fall. ACIS supported the launching of this new program.

Site Evaluations

OCSE has concerns about faculty participation in the site evaluations of our approved programs abroad. In the fall of this year, many faculty committed to conducting site visits, but most have since dropped out as the departure dates approached. ACIS discussed how to express to the faculty the importance and seriousness of these visits; the idea of sending ACIS 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 or overseas partners.

ACIS felt the committee members could not go this year due to committee member commitments and lack of advance notice. Faculty on ACIS were concerned that OCSE staff may not be able to conduct a proper academic review and that the faculty involvement was key to the success of the evaluation but also to the continued support of the

departments/programs. Paty suggested OCSE conduct the preparation workshop as soon as faculty are selected for their reviews in the fall. This would allow OCSE to immediately stress the importance of the commitment faculty are making. It was also mentioned that we might want to ask for site evaluation suggestions instead of proposing possible sites. This would allow interested departments/programs to conduct evaluations when it made sense for them. ACIS will continue to discuss the issue; Cori will bring recommendations to the committee in the fall.

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Respectfully submitted,

Tina Breakell, Program Coordinator, Off-Campus Study & Exchanges
April 28, 2008