EDUCATION ABROAD COMMITTEE MEETING OF THE FACULTY SENATE
MEETING MINUTES

Meeting Called by: Iyonka Strawn-Valcy (Chair)  Meeting Date: 4/25/2017
Facilitator: Iyonka Strawn-Valcy (Chair)  Transcriber: Nadine Jones

Meeting Location: Town Point Conference Room 2220

Attendees: Lance Askildson, Division of Global Affairs (Guest Speaker); Belinda Edwards, College for Science & Mathematics (for Jun Ji); Ken Hill, Honors College (via phone); Nadine Jones, Division of Global Affairs (Ex-Officio); Diana McClintock, College of the Arts; Tara McDuffie, Division of Global Affairs (Ex-Officio); Doug Moodie, Coles College of Business; Shelbee Nguyen (via phone), University College; Paul Parker, Enrollment Services Division (Ex-Officio); Teresa Raczek, College of Humanities & Social Sciences; Michael Sanseviro, Division of Student Affairs (Ex-Officio); Sabine Smith, College of Humanities & Social Sciences (Ex-Officio); Iyonka Strawn-Valcy, Division of Global Affairs (Ex-Officio); Natasha Thornton, Bagwell College of Education

Absentees: Nuru Akinyemi, Division of Global Affairs (Ex-Officio); Yuri Feito, WellStar College of Health and Human Services; Ashley Johnson, Division of Global Affairs (Ex-Officio); Ermal Shpuza, College of Architecture & Construction Management; Tien Yee, College of Engineering and Engineering Technology

Meeting was called to order at 3:38 pm

Overview of Agenda and Welcome

Review and Approval of Meeting Minutes

- Motion: To approve meeting minutes from 12/12/2017
- Moved: Paul Parker
- Second: Natasha Thornton
- Result: The minutes of the 12/12/2017 committee meeting are approved.

- Motion: To approve electronic meetings minutes 2/17/2017
- Moved: Doug Moodie
- Second: Natasha Thornton
- Result: The minutes of the 2/17/2017 electronic meeting are approved.

Final Review Off-Cycle Program Submissions Revise & Resubmit

- Vote: Approve Israeli-Palestinian Conflict program based on revisions submitted by the program
- Result: Approved. Quorum represents 7 votes: 7 votes in favor, none opposed.
Discussion: Limiting Approved Faculty-Led Education Abroad Programs to 55
Guest Speaker Dr. Lance Askildson, Vice Provost for Global Affairs

Recommendation made by Dr. Lance Askildson to limit approvals to a maximum of 55 faculty led programs per year, beginning August 1, 2017.

Education Abroad has increased program offerings by 65% since 2013, accompanied by a modest 16% increase in student participation (resulting a decrease in average student participation per program). Parallel to this growth, the Education Abroad Office has also seen a dramatic increase in responsibilities for fiscal compliance, travel approval and risk management processes. While we would like to continue to support all proposed programs, the combined effect of these trends is simply unsustainable and has created a critical staffing a support challenge within the university.

These factors led to careful examination of what level programming we can support safely, while ensuring fiduciary stewardship and compliance. Offering 55 faculty-led programs both maximizes program offerings while also ensuring we can manage them appropriately.

Dr. Askildson recommended that 1) the committee solicit ranking feedback from each of the colleges to prioritize their most valued programs for approval each year; and 2) the committee further refine its program evaluation criteria with additional feedback from the colleges to help prioritize programs overall. The committee included the addition of inviting key volunteers from various college leadership roles (such as Department Chairs), to contribute to discussions and subsequent decisions.

Discussion:
- Times are changing - risk management and student issues are more frequent and involved than they have been historically due to the changing profile of our student body – particularly in regards to mental health.
- There is an overall shift happening at KSU in terms of reducing underperforming programs and capping enrollment.
- We should resist stopping growth of study abroad programming and instead work on building the argument for more resources.
- Why 55 programs? What criteria were used to decide that number? What is the guideline for choosing one program over another?
- The total number of approved programs should be fairly distributed among all the colleges.
- Administrative overhead seems to be consistent regardless of the size of the program. Combine programs going to the same location to create larger interdisciplinary programs.
- A bigger program does not always constitute a better program. Small focused programs that emphasize high impact practices are important.
- If the goal is to reduce programs, DGA staff should not propose programs, as that constitutes a conflict of interest.
- Shouldn’t the number of programs continue to increase as university enrollment increases?
- How will this impact program proposals in an era of reducing programs? Innovation, growth, and diversity could be stifled if faculty do not feel encouraged to propose new programs.
- Idea to create a faculty “academy” for competitive program development.
- Possibly create a rotation for programs to go every other year.
Vote:

- Vote: Support limiting faculty-led programs to 55 with individual college prioritization feedback and the development of a task force/subcommittee to determine the decision making process.
- Result: Approved. *Quorum represents 7 votes: 7 votes in favor, none opposed.*

**GPA Subcommittee Recommendations**

In effort to better support RPG, the subcommittee recommends instituting a minimum 2.25 undergraduate institutional GPA requirement in order for a student to submit a GPA appeal.

**Summary:**

Appeal submissions are considered based on GPA in the academic major/minor, recent academic improvement, program's applicability to academic goals, and academic letters of recommendation. Since the implementation of the GPA appeals process, GPAs of denied appeals range from 1.75 to 2.38. Instituting a minimum threshold to be able to submit an appeal to 2.25 will protect students academically and in terms of financial aid. It will also help manage expectations. Students often have a false hope that they will automatically be approved because they have submitted a complete appeal.

**Discussion:**

- Study abroad experiences can be transformative and GPA should not be the sole criteria for denying a student an opportunity to submit an appeal. If a student is willing to go through the process of submitting appeal it shows they are serious about succeeding in the program.
- Students often switch majors and find success in a new major, however as a result have a terrible GPA from their previous major. We should not deny these students the opportunity to appeal.
- When students drop below a 2.0 GPA there are other factors at play, such as academic probation/SAP failure. Move the threshold from 2.25-2.5 to 2.0-2.5.

Vote:

- Vote: To implement a minimum **2.0** undergraduate institutional GPA to participate in the GPA appeals process.
- Result: Pending additional votes. *Quorum represents 7 votes: 6 votes in favor, none opposed.*

**Summary:**

To avoid late GPA appeals submissions that delay program progress and negatively impact students the GPA subcommittee recommends institution a GPA appeal deadline concurrent with the program application deadline for which the student is seeking an appeal.

**Discussion:**

- To streamline communication of the new deadline include verbiage within the application. Improve visibility.

Vote:

- Vote: Instituting a GPA Appeal submission deadline that matches the program application deadline.
- Result: Pending additional votes. *Quorum represents 7 votes: 5 votes in favor, none opposed.*
Summary:

Recommend creating an online submission process to streamline GPA Appeals procedures and communication.

Discussion:

- *This should help efficiency and allow students to submit everything at once so they know where they stand in the process.*

Vote:

- Vote: Implement online submission process for GPA Appeals
- Result: Pending additional votes. *Quorum represents 7 votes: 5 votes in favor, none opposed.*

Meeting Adjourned at 5:20

Additional committee business to be conducted electronically due to time constraints.

ADDENDUM – ELECTRONIC VOTES AND FEEDBACK

GPA Subcommittee Recommendations (Detailed Above)

Vote: To implement a minimum **2.0** undergraduate institutional GPA to participate in the GPA appeals process.

- Result: Pending additional votes. *Quorum represents 7 votes: 8 votes in favor, none opposed.*

Vote: Instituting a GPA Appeal submission deadline that matches the program application deadline.

- Result: Pending additional votes. *Quorum represents 7 votes: 8 votes in favor, none opposed.*

Vote: Implement online submission process for GPA Appeals

- Result: Pending additional votes. *Quorum represents 7 votes: 8 votes in favor, none opposed*

Education Abroad Early Decision Program Proposal Decisions and Notes

**MSIPM Global Experience: Geneva**

Completeness of Proposal:

- Participating faculty information for Natalia Meneses did not transfer to a pdf for security reasons, please resubmit.
- Please clarify the Faculty Director for this program and submit the required Faculty Responsibilities form for that individual.
- Kerwin Swint’s letter has a typo (indicates a 2017 program, not 2018) and supports the program but there is no support letter specifically for each faculty or the course that is being taught (academic component); please submit.
- The college-level support (or curriculum committee) form is missing; please submit. The three-quote minimum has not been met; please submit the required vendor quotes for
airfare and lodging. *Point of clarification: Is there a reason that they are choosing this hostel and transportation company? If so, please explain.*

**Detailed Itinerary/Budget:**
- In the proposal, it states that airfare is purchased by the students, but it's still included in the budget ($1400). Please explain.
- Faculty lodging is $1100 per person compared to the $440 fee for students; please explain.

**Safety/Risk Management:**
- The link to the State Department website is missing from the Health/Safety Handout, please include.

**Vote:** *Quorum represents 7 votes: 8 votes to approve, 1 vote to approve with revisions.*

**Nicaragua Nursing: A Population Based Program**

**Completeness of Proposal:**
- Please provide a justification as to why this vendor is utilized for all program travel expenses and submit the required travel quotes for airfare and lodging.

**Detailed Itinerary/Budget:**
- An older version of budget template was submitted with the proposal. SA promotions fee should be $21 instead of $20; please revise.
- Travel start and travel end dates have a typo; causing the insurance rate to be much higher than it should be ($720); increasing the program price. (Note that the insurance is listed as $1 per day – also incorrect because of the template.)

**Vote:** *Quorum represents 7 votes: 8 votes to approve, 1 vote to approve with revisions.*

**Paris Summer Social Work Program**

**Completeness of Proposal:**
- There is no support form from the college international committee (or curriculum committee), please submit.
- The letter of support from Dr. Nandan does not address/approve the courses being taught on the program (academic component).
- A Local Support Agreement Form is required if the faculty is proposing to take students abroad; please submit.
- There is an exchange agreement signed by Dr. Kirk on behalf of KSU but missing signature from President Olens; or the Dean of the college. Please clarify if this agreement was approved through proper channels (The Division of Global Affairs as well as Legal Affairs via DGA).

**Detailed Itinerary/Budget:**
- Please explain what the $3000 “admissions” fee includes in the budget.
- There are no expenses listed for the Faculty Director; please explain how faculty expenses being paid (the proposal does indicate that Dr. Kirk is not taking salary)?
• Group transportation, group meals, local ground transportation, and emergency funds (minimum $500) is missing from the budget. Please include.
• The itinerary is unclear on activities between July 4th and July 22nd, please explain.

Safety/Risk Management:
• There is currently a measles break out in France (Europe) please address in an updated Health and Safety Handout
• Required vendor quotes (3) for airfare and lodging are not included, please submit.

Vote: Quorum represents 7 votes: 1 vote to approve with revisions, 5 votes to revise and resubmit.

International Student Teaching

Completeness of Proposal:
• No local partner support agreements have been submitted; please clarify if the MOUs connected to the schools are replacing those documents.

Detailed Itinerary/Budget:
• Students are charged $3130.96 for “up to” 12 credit hours. However, if a student is not taking 12 credit hours do they still pay $3130.96 or is it reduced based on the number of credits? Please explain.
• It appears as though estimated expenses include the tuition (fee) and student expenses, however the form is specifically for expenses not covered by program fee. Please clarify and revise if necessary.
  o For Brazil, $7355.96 is listed but expenses add up to $4285
  o For China, $6585.96 is listed but actual expenses are $3515
  o For Costa Rica, $6545.96 is listed but actual expenses are approximately $3475
  o For Ecuador, $6745.96 is listed but actual expenses should be approximately $3675
  o For Trinidad and Tobago, $6445.96 is listed but actual expenses should be $3375
  o For Uganda $7470.96 is listed but actual expenses should be $4400
• Verbiage that Student Teaching participants will receive $1500 GLS should be updated. The GLS is not guaranteed and has not been announced for 2018.

Comment:
• The proposal falls outside the traditional faculty-led program, but a significant amount of documentation and explanations are provided.

Vote: Quorum represents 7 votes: 8 votes to approve, 1 vote to approve with revisions.