Minutes
International Studies Council
March 3, 2014


1. Approval of Minutes from Dec. 2, 2013 and Feb. 10, 2014:
   • In both months’ minutes, change spelling of Brian to Bryan Beck and in the February minutes, Albert Lloret is not Alberto.
   • Both minutes approved unanimously, with corrections.


3. COPE Update, with handout of workflow (Tim Lang):
   • Bryan Beck is working with COPE on the workflow for the faculty-led program process. He is COPE’s liaison with the software designers at the Center for Educational Software Development (CESD).
   • The handout is discussed. It is a diagram of the various stages from Proposal Stage to Implementation Stage.
   • Ernie May has concerns with the word ‘program’ which he feels conflicts with what the tech designers call a ‘program’ which is a degree or certificate that goes through an approval process from Academic Council to Faculty Senate. IPO uses “program” to refer to any overseas experience/course, including a course, part of a course, or a group of courses. International “program” coincides well with the International Programs Office name.
   • Tim Lang points out that the name COPE is Committee on Overseas Programs and Exchanges. Bryan thinks COPE’s process is different and ends with ISC. Bryan asks if COPE’s process may NOT conclude with ISC approval, but may require Faculty Senate approval?
   • Need to distinguish our programs. Can call it another kind of program: an “International” Program. CESD will need to know precisely what this is and that is has a different flow then other academic programs. To be resolved/decided.
   • Tim reviewed the workflow handout.
   • By March, Tim thinks they will have the “architectural” design of the review and approval process). IPO will have all the forms made by then and by April it will be up and running.
   • Ernie May suggests that Steve Battisti of CESD and Bryan should present it to ISC for the committee to review. Could create a test program.
   • Haven’t worked out who, at each stage, will get forms or notices—such as, would Steve Forrest, ISC Chair, want to be alerted at all the stages? Need to decide who is notified and who reviews.
   • Should call the first stage Proposal “Development” Stage (not Proposal Stage).
   • Under #4 in first box, it should mention risk management issues and also at the end stage.
   • COPE will work on appropriate terminology.

4. COPE Accreditation with 3rd Party Providers (Tim Lang):
   • COPE is reviewing its procedures with 3rd party providers. This is part of COPE’s bylaws. They are starting with small providers (not like CIEE). They are looking for academic rigor,
safety/emergency procedures, and the way they work as an organization—efficient operations and openness in communication.

- “This World Music” is a provider that offers a number of programs. COPE will invite them for a review.
- There are standards in the field, COPE can start with those. IPO can send its own templates, which Kalpen can easily generate. Then the applicant supplies material to the committee.
- Kalpen suggests that we discuss our policy on UMass transcripting— and separately to discuss the policy on accepting credits from providers.
- How many are there? Two—the API France exchange and This World Music.
- Do they ask faculty members to join COPE during the review sessions or just send in a report?
- Academic quality assurance is what the Faculty Senate wants.
- Tim will work on this before they do the review.

5. Wording for Statement on Internationalization, from ISC for the ACE task force to JFTSO (Kalpen Trivedi):

“As an international, land grant research university, UMass Amherst is committed to fostering intercultural knowledge and diversity in all aspects of its mission and strives to be a premier destination for students and scholars. We seek to prepare responsible and engaged global citizens who will succeed locally, nationally, and internationally in their chosen field of endeavor.

- On the 3rd line put “students” before “scholars”: “destination for students and scholars.”
- Jack Ahern will bring this draft to the ACE Internationalization Committee for their review and editing.

6. Update on Risk Management Process (Kalpen Trivedi):

- Kalpen and Ed Abroad have scheduled 3 training workshops for faculty who take students on faculty-led programs. They will prepare them for pre-departure, liability, student conduct, risk and safety, best practices from the field, etc.
- If faculty can’t make the sessions, Ed Abroad will meet with them individually.
- Will there be a manual on the web? Jack: IPO is in the middle of revising our website and a faculty manual will be included. The site will have a whole section for faculty.
- Discussion on Living Routes: Timely communication was a big factor in the decisions to terminate the relationship.

7. IPO Director’s Report and Update on ACE progress (Jack Ahern):

- IPO is rolling out two new software programs. SUNAPSIS and RISK Management.
- SUNAPSIS (keeps international students and scholars up to date with visa and immigration status) and TerraDotta’s Risk Management (an international travel registry) are both supported by the President’s Office.
- SUNAPSIS should be implemented in the summer.
- Risk Management will provide an international registration system that can manage risk and provide emergency tracking info. Currently, we have no idea where our faculty is in the event of an emergency, such as an earthquake/tsunami, but we do know where the students are. For faculty and staff Risk INFO will incorporate the pre-travel authorization and make it easier to gather together all the signatures and will trigger review including export control, vaccinations, US Dept of State Travel Warnings, etc. It will be Strongly Recommended for faculty, staff, and
graduate students, but mandatory for undergraduates, or for faculty traveling with undergraduates. The program will integrate a new travel program from the President’s Office.

- IPO is actively working with Student Affairs to support international students with activities. On Wednesday, March 12 at 4pm, there will be the first international coffee hour at the “Spot” in the Student Union.
- There will be a dinner for graduating undergrads on April 18. Our international undergraduate population is growing and we want to integrate them into campus culture.
- UMass police asked IPO to have a workshop with Legal Services and the Center for Women and Community to help inform and sensitize the police to our international students’ different cultures and attitudes towards the law.
- IPO is progressing very well with our India initiatives, seeking research collaborations and partnerships and other exchanges. Jack went with the Chancellor and Om Parkash, a professor in Stockbridge. They visited several highly regarded institutions. Several MOUs were signed and more are in progress. They also held 3 successful alumni events that opened many doors. They are making active multi-strategic partnerships, for now, mostly in the STEM fields, but they want it broadened. They are looking for faculty coordinators to be the point persons for specific universities. They expect to sponsor a delegation of workshops here and in India with faculty by next year. This India activity will serve as a pilot initiative for what comes out of the ACE strategic collaborations to apply to other countries and regions.
- Because of the accelerated deadlines from JFTSO for May, ACE has been pushed to present their recommendations soon. The Subcommittees will provide a vision, rationale, and key recommendations. A draft will circulate on the JFTSO website. There will be public workshops and forums.
- UMass Amherst has signed on to the IIE Generation Study Abroad initiative that will try to double Study Abroad nationally in 5 years. IIE invited institutions to sign a pledge. UMass pledged to achieve an increase between 50% to 75% in five years.
- Ernie: The ACE recommendations should come to ISC. Jack agrees.