Minutes
International Studies Council
May 7, 2014

Present: Steve Forrest, Chair. [Kalpen Trivedi, Tim Lang, attendance list was lost after meeting.] Minutes by Andrea Juno.

Guests: Professors Joe Berger and Mzamo Mangaliso, ACE Co-Chairs

1. Minutes from April 7, 2014: unanimously approved.

2. Update on the ACE Internationalization Lab (Joseph Berger and Mzamo Mangaliso, Co-Chairs of UMass Amherst American Council for Education Internationalization Lab)
   - Guests: Joe and Mzamo.
   - Draft of internationalization recommendations/report was emailed to members.
   - Joe and Mzamo explain the ACE Lab process. There are 70 UMass staff and faculty members who have volunteered for 6 subcommittees. They are identifying key internationalization issues on campus. The Co-Chairs have met with 8-9 of the university councils. They expect the recommendations to be discussed with the Faculty Senate, and other units in the fall. They are investigating what the strategic levers are to push this into Phase 3 of the Strategic Planning: what prompts, pathways and strategic levers will move the recommendations for the longer term.
   - Discussion on internationalization and diversity, which cross cuts all the subcommittees.
   - Foreign language study is a key recommendation. Discussion of language study being dropped in other universities.
   - Discussion of goals such as increasing Study Abroad participation, more courses with an international focus, international research, and an international house.
   - Joe and Mzamo leave.

3. New Faculty Senate website and web-based document workflow (Bryan Beck):
   - Faculty Senate is working on the workflow system for ISC on the website. They set up non-credit first but there can be other types. International programs have taken slightly longer because they have to work out who the people are in each college to contact; who will give approvals, etc.
   - On the Faculty Senate landing page is a link to Curriculum Management (needs a system log-in). Bryan went over the flow with COPE. Added, will be International Programs faculty–led short-term, exchange and other programs—each with different questions. There will be a preliminary approval before the final approval. Then a page for a budget. It’s downloaded as an excel spreadsheet. When you are a reviewer, your part goes to you electronically with the approvals also done electronically. Access is given on multiple levels. Anyone with a Net ID can see what has been proposed, but access level is need for granting approve. Only a reviewer will see comments. GenEd has been working for more than a year.
   - Thinks this will be ready by Sept.
   - Need to determine who the appropriate departmental approvers will be for the 2 levels..
   - Bryan Beck will be graduating soon but may continue.
   - Ernie points out that a lot of things need to be worked out. Who approves? Also CESD don’t always know what we are doing. Bryan said he has been working as an interface to CESD.
4. COPE Report (Tim Lang):

• Worked with Bryan on website workflow.
• China Summer Programs for Chinese international undergraduates (emailed handout):
  o They worked on a problem with a Chinese regular matriculated student who went back to China and took 5 GenEd courses for 20 credits and then came back and wanted them accepted for UMass so they wouldn’t waste time here at UMass. COPE was concerned about the academic quality. Who is the person or body that would vet this? Tim is afraid this could snowball and become a problem. Tim wants to say it's not ok to accept these credits, unless they meet certain criteria. It's mentioned that Morgan Donovan-Hall works with Chinese institutions and she can vet. How to distinguish those courses from Study Abroad?
  o ACTION: We need prior approval from IPO, the department, and let Morgan vet the courses.

5. IPO Director’s Report (Kalpen Trivedi for Jack Ahern, who was absent):

• International Risk Manage Committee has submitted its travel policy and the CLC has adopted it. It will be managed by a software program “Risk Management” by Terra Dotta, the company that also created Study Abroad software – used by IPO for Education Abroad. Risk Info will include an online registry for Pre-Travel Authorization to replace our current authorization paper process. Also from the President’s office will be two new travel products: an online self-booking option through Egencia (the corporate version of Expedia); and a more traditional live booking agency, The Travel Collaborative, that offers customer service has an experienced team of agents. There should be discounts from the volume savings.
• Discussion of the problem of Independent Study where students can “fly under the radar” bypass the registry process or IPO which needs to be addressed. IPO will go to the Dean’s Council, then ISC when we develop a new policy, to capture these students in the system.
• Pamela Dutta, who works for Enku in Student Affairs, has developed a very successful number of programs to engage our international student population. She has also had an event with the International Student Club for an undergraduate graduating dinner—140 students came.
• Our Fulbright awards have been increasing and we received 10, so far, this year. More possible.
• IPO hosts an annual Fulbright workshop taught by a member of the Council for International Exchange of Scholars (CIES). This year was well attended with over 50 faculty.