Faculty Senate International Programs Committee
Minutes - Approved
March 11, 2010

Attending: Charlie Rader, Doug Johnson, Brent Greene, Pascal Ngoboka, Margaret Phinney, David Trechter, Robyne Tiedeman, Tom Pedersen

Missing: Dennis Cooper, Alex Nelson

2. Minutes for February 26, 2010 reviewed and approved.

3. Chair’s Report

3.a. Study Abroad Risk Task Force Progress and Study Abroad Handbook Update
Charlie reported that the Task Force is still working on reorganizing the Handbook. Hopefully it will be ready for April 8th. It will be an operations manual for what to do on the road.

3.b. CIBER Conference on Short Term Study Abroad
There will be a conference in Kansas City, June 4-5, 2010. Brent will go. If anyone else would like to go, let Charlie know.

4. Global Connections Information and Updates

Brent presented a proposal to use Terra Data – Studio Abroad, a fully online program that will save time and effort in processing the applications of students who want to participate in international programs. The program can be customized to collect all materials and information needed to meet the requirements of individual programs. Scanned documents such as photos, passports and health data can be entered, and sequences established that prevent continuance in the application process until prerequisite information has been entered. It can also crunch data so that information from all programs can be collated for statistical profiles.

The program license costs $1000 annually with an $25 per application fee. Brent is investigating the possibility of System taking on the license to reduce and spread the cost. Other US schools are starting to use the program or are interested. There was considerable discussion of the idea. David Trechter asked if it was connected to eSIS. Brent said it isn’t yet, but could be.

David suggested that another online program for collecting data, Qualtrics, might do the same thing and would cost less. Brent invited David to look at Terra and compare to see if they both accomplished the same things.
Pascal Ngoboka asked if other schools were using the program. Brent said that Platteville is using it and likes it.
Robyne Tiedeman asked about security. Brent said the contract assures security. Pascal asked if we can find funding that would avoid any cost to the students, perhaps from CIBER. Brent said he would ask.
Charlie Rader said that going from the current $275 to $300 is still a bargain compared to what other institutions charge for the application process. He said students should be told what services they are getting for the extra $25.
Brent said the Provost’s office instituted, not Global Connections as a fee to fund an office.
Tom Pedersen asked who else is looking at the program. Brent said Stout, for one. Tom also asked if Brent thought Terra Data was interested in developing a System-wide license. Brent said yes, definitely.
David said we should tell the faculty that this is what Global Connections is doing for them.

The committee agreed to pursue the using this program and to try to get it operating by next spring semester 2011. Trechter moved and Tiedeman seconded the following motion:

“In order to comply with System regulations and to reduce faculty workload, the Faculty Senate International Programs Committee moves that all participants in UWRF-affiliated study-abroad educational programs be required to complete an online application and be assessed an appropriate fee to recover online application costs.”

5. New Business

a. Faculty-Led Tours in light of ACISI-7
   Charlie discussed the issue of students doing semesters abroad as independent studies. He used a TESOL student who received 12 credits for doing a semester in Nepal (6 credits of TESOL and 6 credits of INTS). Nothing was done about insurance and other security coverage. This spring, a student was interning to get the Art Department to do an independent student in Egypt. Charlie said that enough students are coming forward to do independent studies that anyone proposing such a project should be first directed to existing programs, but otherwise must file a plan, sign the waiver and ACIS form. If they want to go through an external entity, they may, but must go through the formal online application procedure so we can make sure they are covered. Liability is an issue — the Risk Management office feels we are responsible. It is hard to be responsible if someone else is running the program. Brent has drafted a waiver form and is asking System to look at it.

The meeting was adjourned at 1:55 P.M.
Respectfully submitted, Margaret Phinney