University International Education Committee  
Minutes of February 27, 2009 meeting  

Present: Sue Price (Chair), Annie Kinwa-Muzinga, Mike Momot, Miyeon Kwon,  
Yuanyuan Hu, Rebecca Gottlieb, Donna Anderson, Barb Daus, Tom Loguidice, Lisa A.  
Riedle, Eugene Alcalay  
Absent: Jelena Gagula  

Meeting was called to order at 12:05 by Chair Sue Price  
Eugene Alcalay agreed to act as recorder for meeting  
Minutes of the January 30, 2009, meeting were approved on motion by Rebecca  
Gottlieb; second by Eugene Alcalay  

Announcements  

2. Sue: discussion on the Forum Standards for Short-Term Programs; Donna: discussion on Form 2001—education abroad form, faculty staff resources page. Standards can be found on the Faculty Resources page of the “IntProg” website.  

3. Discussion regarding informal, optional meetings on Fridays @3pm. Two dates were set: March 27 and April 17.  

4. Two-day workshop on risk management and education abroad set for Monday and Tuesday, March 2-3. Attending for UWP – Barb Daus, Amy Spohn and Donna Anderson  

Old Business  
1. SAMAS May 18 Study Abroad workshop, Ag Technology Center, Pioneer Farms. Sue inquired about names/nominations of faculty members to be invited. Mittie is currently reviewing faculty names and we will need to hear from her. Annie suggested that we should consider including for nomination individuals who have not traveled internationally.  

New Business  
1. INDSTENG 4990 “American Culture and Conversation English for International Students” proposal outline.—Rebecca Gottlieb. Description of class curriculum. Project needs approval of the Curriculum Commission; all three colleges must approve. It should be a 5000-level 1 credit course in order to qualify for graduate students. It is to meet 2x a week. Emphasis on practicing idiomatic, conversational English, less focus on homework. Sue made the point that we
need to offer Rebecca support on this, as well as a game plan. Only two other courses on campus have gone through UWP studies. Sue inquired who will put together the UUCC document, and offered to help. Enrollment history for this course will need to compiled. Lisa offered to help with that. UIEC needs to give input and support: the goal is to get it done, started through UUCC but not passed by the end of this term. The course should be taught in the Fall under Industrial Engineering. Lisa will check on that. UIEC subcommittee was selected to work on this project before Spring Break; the rest of us should send comments as applicable to Rebecca. Syllabi need to be approved by IPC (which meets Tuesdays in April). Discussion on whether course should meet twice a week for one hour, or once a week for 2 hours. Pros and Cons regarding time management. Would twice a week be better, in case students must miss a class due to sickness? Decided to leave that decision to the discretion of the instructor.

2. Faculty-led Student Abroad Programs—Donna Anderson outlined a draft proposal. Each college oversees the faculty-led programs. This proposal is a resource, or sounding-board, for faculty. According to Dave Van Buren, UIEC needs to look at these proposals. Informational input should be given. Draft outlines proposed responsibilities for faculty leading study abroad programs. Draft needs to be finalized, and an administrative fee for students needs to be set.

This is an attempt to structure a decentralized project. Annie made the point that the campus business office needs to understand the concepts and ramifications of international travel. Tom raised the issue of centralized versus decentralized programs; how many students are generated? UIEC members with suggestions should email Donna.

Adjournment at 12:57pm (motion by Chair Sue Price, second by Barb Daus, carried).

Next meeting: Friday, March 27, 2009, 12 Noon.
Future meeting: Friday, April 24, 2009, 12 Noon.

Respectfully submitted by Eugene Alcalay (February 28, 2009)