

MINUTES OF THE INTERNATIONAL PROGRAMS ADVISORY COMMITTEE
October 10, 2003

The International Programs Advisory Committee met at 9:05 a.m. on Friday, October 10, 2003, in Conference Room 1103 Blair Hall.

Voting Members present: Dr. Alan Baharlou, Dr. Mahmood Butt, Dr. Mahyar Izadi
Dr. Scott A.G.M. Crawford, Dr. Roann Kopel,
Ms. Xiaoran Xu, Dr. Dagni Bredesen, Dr. Anita Shelton,
Ms. Elyse Lyons

Voting Members absent: Dr. Frances Murphy, Dr. Michael Havey

Ex-Officio and
Staff present: Dr. Robert Augustine, Ms. Pam Collins,
Ms. Adrienne Paladino, Ms. Sue E. Songer

Ex-Officio and
Staff absent: Dr. Herbert Lasky

Visitor: Dr. Betty Smith

- I. Dr. Roann Kopel moved to approve the minutes and Dr. Mahmood Butt seconded the motion. The Minutes of September 12, 2003 and September 19, 2003 were approved
- II. Items to be added to the Agenda.
 - Dr. Baharlou, on behalf of IPAC, welcomed William J. Elliott, the new Interim Director of International Admissions and Staci J. Provezis, the new Interim Coordinator of Education Abroad, to International Programs.
- III. Agenda Items to be acted on.
Summer Short-Term Study Abroad Proposals
 - A. Pam Collins discussed that programs must have established semester hours and not fluctuate per student and noted that she will resolve this with the resident directors of the 2004 Ireland and Belgium trips. She also suggested that we offer graduate credit when applicable. Approval would be with the stipulation that the credit hours meet IGP approval.
 - B. Dr. Havey forwarded a memo expressing concerns for safety issues and cited problems from a 2003 study abroad course. Dr. Augustine reported that an emergency during one of the 2003 trips highlighted two safety issues that need to be addressed. These included insuring a second resident director who is under contract with EIU is available and insuring that department chairs are notified when emergencies arise. New procedures have been written that direct a resident director contact the Office of International Programs who will immediately contact a

department chair before a resident director leaves the study abroad site. Additional procedures are being developed to insure that a second resident director is available to replace a resident director in the event that an emergency arise.

- C. Dr. Augustine reported concerns for student behavior on one of the 2003 study abroad trips. As a result, the office has implemented a screening procedure and post-trip review procedure that are designed to reduce the potential for disruptive behavior.
 - D. Dr. Mahyar Izadi was concerned about the Salamanca trip. Dr. Augustine provided details on this trip and its association with an annual NCAA sponsored trip. Dr. Augustine said he will work with the new Study Abroad Coordinator to insure that the trip meets all of the criteria for study abroad.
 - E. Pam Collins mentioned that she would like to get all Short-Term Study Abroad trips placed on the On-Campus Summer Schedule, if possible.
 - F. Dagni Bredesen suggested that for some of the trips, we should consider using Graduate Assistants, which might save some money for the trips. She also suggested student fees be used to help manage Study Abroad. At the present time, residual monies are returned to the students. A suggestion was made that residual monies remain for other study abroad expenses (i.e. publicity).
 - G. Dr. Augustine is planning on meeting with Jeff Cooley and possibly Jim Shonkweiler, once Staci Provezis; the new Interim Coordinator for Education Abroad is on board.
 - H. A vote was taken by all IPAC members present and all summer short-term study abroad trips for 2004 were accepted. Dr. Augustine repeated that he would work with the Study Abroad Coordinator and Coach Samuels to complete the details on the Salamanca Trip.
- IV. Subcommittee Reports
None at this time.
- V. Reports
- A. Sue Songer discussed that Rebecca Head, a Graduate Assistant, is doing research regarding the support on campus for study abroad and is visiting with each Chair and taking a survey to find out the results.
 - B. Sue Songer invited all IPAC members to attend Dagni Bredesen's presentation at the next International Forum on October 30 from 2-4 pm in the Charleston/Mattoon Room and asked that if they could not attend, to send someone in their place. Sue Songer also asked Adrienne Paladino to send out a listing of the banquet dates for International Programs, so that IPAC members could mark their calendars accordingly.

- C. Dr. Betty Smith organized a Program for Malas (Midwest Association for Latin American Studies) Conference (all Latin American scholars) from Nov. 6-8, 2003 and invited everyone to attend any or all of the sessions.

The meeting adjourned at 9:45 a.m.

ANNOUNCEMENT OF THE NEXT MEETING
Friday, November 7, 2003
9:00 a.m.
Graduate School Conference Room, 1103 Blair Hall

Agenda Items:

None at this time.