Global Steering Committee (GSC) Minutes
February 8, 2018
1:30pm – 3pm

Members present: Jenny Audette, Laura Beauvais, Shaw Chen, Linda Foley-Vinay, Bo Gillie, Bill Gordon, Norbert Hedderich, Tom Hospod, Kristin Johnson, Kathleen Maher, Diane Martins, Karen Sherman, Nancy Stricklin, Kara (Graduate School, for Nasser Zawia)

Members Not Present: David Abedon, Sigrid Berka, Tom Boving, Haibo He, Princess Metuge, Rosaria Pisa, Navindra Seeram, Elin Torell, Nasser Zawia

Proposal for Committee Review of J-term courses
Kelly Watts, Assistant Director of International Education, presented to the committee on a new proposal regarding initiating a committee process for the review of all faculty-led program proposals. A comprehensive hand-out was distributed. (Attached to minutes) There has been significant growth in the number of programs offered. The demand for the programs continues to increase, but not in proportion to the number of faculty interested in developing a new program. Many peer institutions have committee review and now, because of the growth, URI is proposing to do the same. Once the process is determined, it will be communicated to the campus community. Two faculty members from the Global Steering Committee will sit on the new review committee.

Recommendation is that faculty also consider offering short-term programs in May, right after spring semester, or late summer, right before fall semester. This gives students another option other than J-term and also allows them to have a job most of the summer break. Also, the Gilman scholarship now covers 3 weeks, so summer options are appealing for many students. Currently, 12-14 programs run in the summer, 30+ were offered in J-term.

A few questions arose regarding this review committee. If a faculty has led a group in the past, do they still need to go through the new process of submitting their proposal formally through the review committee? (Yes) How many programs does URI want to offer each year? (To be determined)

It was also recommended that a similar review process be considered for future international partnerships and exchange agreements. Further discussion required on this topic.

Search for Vice Provost for Global Initiatives
The position was posted on January 8th and was open until filled. Due to a tremendous response, the position is now closed. The Search Committee reviewed the initial group and has determined candidates for Skype interviews. These will take place over spring break. It is a strong pool. The goal is to have a Vice Provost at URI by July 1.

Renovations for International Center
The Provost has approved $50,000 in improvements to the International Center, with the funds needing to be used before July 1. The work would need to be done by then. While the wish list is extensive for this building, the money will be targeted for improvements to the new Vice Provost’s office (former Director’s office), as well as some work on the first floor to make the lounge area more comfortable and welcoming to students. Floors need to be re-done. This is a work in progress.

Cambridge Education Group Pathway Program
Currently there are 24 undergraduate students in the pathway program. They are from Malaysia, Indonesia, China, Taiwan, Pakistan, Croatia, Nigeria and Tanzania. Majors are varied and include engineering, computer science, communications, film media, business and marine biology. Most student are living in Barlow Hall. Some have American roommates. They are in doubles and triples. Dan Taylor from Residence Life is the liaison with Cambridge Education Group and has been extremely helpful. Students take some classes as a separate cohort and some mixed with URI students.
Students enter the program in fall, spring and/or summer. So far, 10 have completed the program and are matriculated at URI. The goal is to have the first year pathway students integrate into the campus community as much as possible. This has been more successful for the second and third intakes. Living in the residence halls with other students has been a key factor.

**Graduate Village**

In May 2017, many of the apartments were supposed to close because of fire safety updates. However, that was reassessed and the decision was made to keep them open and not do the work at this time. The focus is on improving the interiors, which are 40+ years old. There are new walkways and there will be new outside stairs installed this summer. Currently, out of 100 apartments, 14 are off-line. They are being renovated and then will re-open. Goal is the have all on-line by next year. 70% or more of residents are international graduate students. The community center will be improved. Community gardens were added.

**Academic Plan Prioritized Strategies**

The committee is continuing to move ahead to implement some of the actions proposed in the academic plan.

1) “Provide comprehensive support and inclusion for enrolled international graduate and undergraduate students.”

To implement this action, the committee agreed to formally endorse a request to the Provost for a full-time cross-cultural, international student support advisor/coordinator for the International Center. The Committee had previously crafted a job description for this position. The details of this position would need to be updated and finalized. Currently, there is a 15-hour per week position that will end in May. Having another staff member, who works on coordinating activities and support for international students, has been extremely beneficial for the staff at the Center and for the international students. This position assists with orientation, English language support and general advising and guidance to international students and their families. A full time position is essential to improve the experiences of all international students at URI and to increase retention.

Nancy will draft the formal request and submit to the Provost on behalf of the Global Steering Committee.

The committee also supports the development of a Writing Center for graduate students. It is recommended that the director of this center have an ESL background, as many international graduate students would be using its services. This proposal is already under review.

2) “Effectively integrate study abroad into the curriculum by engaging advisors to communicate opportunities to students as well as providing effective preparation for students’ global learning. (e.g., introducing cross-cultural course options delivered prior, during and/or after the students’ study abroad experiences.”

Currently, due to a small staff in the Office of International Education and high numbers of students studying abroad, meeting with each student before traveling abroad is not possible. More is done on-line.

Discussion of how to better integrate study abroad into the curriculum resulted in the following suggestions:

a. Add to the curriculum sheets given to students. A good example is Marine Biology. Perhaps Jackie Webb, chair of Marine Biology, could do a best practices workshop for faculty on how to do this.

b. There are now professional advisors in University College. These advisors could include discussion of how best to fit in a study abroad opportunity with freshmen and sophomores, so that the students can begin to plan earlier. The committee will invite Linda Moffat, who oversees the advisors, to a GSC meeting.

c. Tie study abroad opportunities into the general education requirements. How can we work better to incorporate study abroad and J-term international courses to fulfill a general education requirement? The committee will invite Rachel DiCiccio, Director of General Education, to a meeting to discuss.

d. Welcome Day is a good time to promote URI’s international opportunities. Erin Earle, director of this event, will be contacted to encourage all colleges to include this in their materials and presentations.
Recommendation to Initiate a Committee Process for the Review of all Faculty-Led Program Proposals

As reflected in the 2017 Open Doors Report by the Institute of International Education (IIE), 63% of students in the U.S. who studied abroad participated in a short-term program (eight weeks or less) during the 2015/16 academic year, a growth of 5% since 2010/2011. Concurrently, the number of URI students participating in short-term programs has also increased due in large part to the increased number of faculty-led programs.

Faculty-led programs (FLPs) are short-term, off-campus experiences built around a credit-bearing course. Since 2011, the number of off-campus, faculty-led programs offered at the University of Rhode Island has increased from 11 to 34. In 2017 (January, Spring Break and Summer), 372 students participated in a faculty-led program, which was an increase of 76% from 2011.

The current process for initiating a faculty-led program includes a meeting of the faculty offering the program with a representative of the Office of International Education and completion of a program request form, which requires a signature from the appropriate Department Chair(s) and Academic Dean(s). It is the opinion of the Office of International Education that the current process includes a committee review process to manage the growth and diversity of offerings by the University of Rhode Island on an annual basis.

Goal:
To establish a sound infrastructure by which URI faculty-led programs are reviewed and approved on an annual basis by an established committee of URI faculty and staff to ensure diversity and management of program offerings.

Committee Structure:
The FLP Review Committee should consist of an odd-number of members, with representation from the Office of International Education, Division of Student Affairs, Emergency or Risk Management, and URI faculty from various colleges.

The recommended seven-person committee is as follows:
Office of International Education - Kelly Watts
Student Affairs - Lori Ciccomascolo
Public Safety and Risk Management - Sam Adams
URI Faculty - Jeff Konin, Tom Boving, Rosaria Pisa, Vinka Craver (or minimum of two faculty from the Global Steering Committee and two faculty from outside the GSC)

Nicole Cook from the Summer Sessions & Winter J Term Office will also serve on the committee to record minutes and notes for the meetings

Application and Review Process
Using the URIAbroad software, all FLP proposals and supplemental documentation will be submitted electronically. Committee members will be able to review all of the applications online, and print materials and forms as needed.

Programs will be selected based on specified criteria that may include, but are not limited to, the following:

- Academic priorities of the institution, colleges and departments
- Compelling rationale and course content
- Academic standards consistent with semester courses
- Viable audience on the URI campus
- Diversity in program locations and course options
- On-site support during program
- Financial viability
Committee will decide on the criteria used to evaluate proposals. We should get GSC review and input on these criteria.
• Assessment of risk based on health & safety considerations

Program proposals, for new and returning programs, will continue to be reviewed on an annual basis. There is no guarantee that the same program will run every year.

**Timeline**
Below is a tentative timeline to initiate a review process for all 2019 programs (Winter J Term, Spring Break and Summer):

January 17: Invites sent out to committee members  
February 5: Committee to meet and discuss criteria for evaluation of proposals  
Feb 19 - Mar 9: The Office of International Education will host informational sessions and tutorials in the spring semester to educate the campus community about the revised process for submitting FLP proposals.  
April 1: All proposals for 2019 programs (winter, spring and summer) submitted online  
April 1 - 30: Committee reviews and determines final list of programs  
May 1: Faculty are notified of decisions  
June 1: Winter J Term Applications are live