

Study Abroad Advisory Committee Meeting
September 21, 2018 | 12:00 pm – 1:30 pm

1. **Present:** VPI: Jennifer Taylor-Mendoza | Interim Dean of GLPS: Delisle Warden | Director of Special International Programs: Zaid Ghori | Director of Financial Aid, CSM: Claudia Menjivar | CSM faculty rep: Margaret Kaluzny | CC faculty rep: Alison Field | Interim International Program Manager, CSM: Chris Woo | International Program Manager, CC: Kathy Kohut | Program Services Coordinator, Study Abroad: Stephanie Wells

2. **Program Updates:**
 - a. **NCSAC Semester Abroad Update:**
 - i. ZG: Legacy program, Study Abroad has wanted to expand programs that can serve more students, re: cost, classes offered, etc. Have had some issues with this program. Fall 2016, sent largest cohort of 30 students- issues with students arose- drinking, almost a Title IX issue, faculty had difficulty- expenses- since then, less faculty applications for this program. Since then, AIFS has increased faculty stipend. Planned for future: London 2020, Florence 2021
 - ii. Fall 2018: ZG: original faculty selected had to withdraw. Canada College faculty who replaced her had a late start for recruitment, not able to be on campus very often due to other teaching assignments- unable to recruit minimum students the consortium requires for faculty participation. Faculty did not get to go abroad and his classes were cancelled.
 1. MK- twenty students seems very high, and very difficult to recruit. Fifteen seems more reasonable. Is there much faculty buy-in?
 2. JT: It doesn't seem so; it seems like some policies were put into place further back, and there was one VPI taking the lead who has since retired. I would like to revisit some of these issues and make NCSAC more student-ready and faculty-ready
 - iii. Spring 2019: CSM faculty, Rebecca Alex, has recruited 19 and has more in the pipeline
 - iv. Monica Malamud: Canada: Fall 2019
 - v. ZG: Application for Fall 2020/Spring 2021: one change that SMCCCD is implementing for NCSAC- available for full-time faculty only
 1. JT: Dean input. What happened last time with the classes being cancelled for the adjunct faculty, it was really disruptive. Other colleges in consortium only take full-time faculty applications. This is the rule we want to make for now to assure faculty have the time on campus to recruit. We definitely want to revisit this in the future, but this is the requirement for now.
 2. MC: In my experience, NCSAC was very supportive and happy to have me participate as a part-time faculty
 - vi. CW: Another issue I see with the consortium is that STEM can't participate because AIFS doesn't have the labs or facilities
 - vii. One note about marketing: some of our faculty are very eager to recruit, for example writing chalk on all three campuses- we can't allow this
 - viii. ZG: The good news is that we have more scholarship support for students through our Community Travel program fundraiser, to make it more accessible

b. Global Internships Program Updates

- i. ZG: A move to make study abroad more career-focused (in the field over all)
- ii. With Workforce Development Grant and PIF, sent 21 students abroad first summer, 2018
- iii. We vetted 10 different providers, and partnered with UC Berkeley's Internship Provider: Academic Internship Council and EUSA: Internship Experts- over 30 years of experience
- iv. Provider Contract took a long time, went through in April 2018
- v. We hope to double for Summer 2019.
- vi. This program puts us on the map- almost no community colleges offer Global Internship Program
- vii. There is a hybrid course as a component of the program: Global Identity and Professional Development—modeled off of UC Berkeley and University of Minnesota. Course is degree-applicable, not UC/CSU applicable because UC Berkeley has a similar upper-division course
- viii. DW: What's the future goal for summer 2019?
- ix. ZG: We hope to double. Now that systems are in place, contracts are through, and we have funding again to support students and subsidize costs for them
- x. Marketing for Global Internships: student profiles, flyers with majors highlighted
- xi. ZG: We learned a lot from this summer. Ie. Student who went to NY: stopped showing up to internship and lived in separate hotel instead of NYU housing he paid for through the program. We will have more in-depth interviews and expect program to be more competitive. However, program is for students who have some flexibility in what sort of internship they receive. Need to keep an open mind, depending on country, the field, and their academic/work experience, our providers focus on building transferrable skills and project-based internships. Student may not have their dream internship but will certainly grow and gain critical personal and professional transferrable skills
- xii. Program is also for students with more academic experience because they are competing with four-year university students
- xiii. CW: from an international student perspective: they go to UC Berkeley rep- rep tells them they NEED an internship in Investment Banking. So it's not necessarily that the student isn't flexible but they are told they must have that specific type of internship

c. Short-term, Faculty-Led Programs Update

- i. Fall 2018: 5 proposals were approved, three ran in summer 2018. Some competition between destinations in same region of the world
 1. DW: It seems that our model is we open the programs and spend time recruiting for a program that might not run as much as we work on a program that will. How can we flip that?
 2. ZG: Difficulty is that some four-year universities have funding to subsidize programs for their short-term programs. We don't have that

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same funding for short-term. But we have started raising more through Community Travel program so we will be able to subsidize students' costs for all programs moving forward. Will be based on high financial need for priority. Work with financial aid to determine.

3. Two programs that didn't run summer 2018 – Ghana and Brazil- Brazil was postponed to Summer 2019 and faculty is planning to run it. Ghana faculty has notified us that he would like to postpone to Summer 2020 due to health issues. ZG: Would the committee like to review a new proposal for programs postponed twice? JTM: yes. DW: seconds
 4. CW: How many times can a faculty defer start date? ZG: If the committee agrees, we can have the number be one deferral, if they defer a second time, it will be re-reviewed by the committee.
 5. Belize winter program- deadline is next week, faculty have almost reached goal
 6. KK: Is the deadline for Summer 2019 passed for faculty? ZG: Yes, the proposals are closed. It takes a very long time to get contracts through, as well as recruitment, planning, etc. We want to make sure we have enough time to work with faculty and plan. Especially to train and set clear expectations with faculty. For example, with Belize, faculty wanted to bring Middle College students, but district spoke with lawyer, too high liability.
- d. **Passport Office Update:** Opened November 2017: Over 1500 served. Currently self-serving. Staff costs are covered. Once we earn even more, then we hope to be able to put money towards student scholarships.

3. Review of Short-Term Proposals:

- a. Fashion in Florence- fourth time this faculty will run this program. Very successful program. MC moves to approve, KK and AF second motion to approve
- b. Printmaking in Mexico-
 - i. ZG: Faculty's proposal is an interesting one. She has done a site visit already. Has a provider in mind (that she worked with in Mexico). My concern is that it's a new provider and it's not clear that they have the appropriate professional liability coverage. I've reached out to the provider, have not yet heard back. The housing they have only houses seven students. So the issue there is that seven is not enough for a for-credit program. Because of this, the faculty wants to propose it as a community travel program. And she would have to make it clear to students that it is not-for-credit, and she should reach out to community to recruit.
 - ii. JTM: I'm having a hard time with the exceptions, is this community travel or a faculty-led program?
 - iii. DW: If it is a community travel program, it should be re-written as less than a course, and more of a community travel program

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- iv. Committee recommends that the faculty rewrites the proposal as a Community Travel program (without course assignments, etc)
- v. AF: Devil's advocate- if the Dean over there allows it to run for-credit with seven students, would that be a possibility?
- vi. JTM: I would want to discuss it with the VPI. I am not comfortable signing it at the moment.
 - 1. DW and JTM would like to sit down with faculty's Dean to discuss this program.
- vii. CW: Why do we have to use this provider with only seven spots? Can another provider be used? SW: Also, we still need to figure out if they have appropriate professional liability insurance
- viii. MC: I'm a little unclear on the process. Do faculty choose their providers, or do you assign them? ZG: It depends. Some faculty are already well-acquainted with providers and we will review them to see if they have all of the qualifications we need. Some faculty will come to us first and we will work with them
- ix. KK: Can adjunct faculty do short-term? SW: Yes. Only the semester program is now restricted to full-time. This will be revisited in the future.
- x. AF: When I was recruiting for Barcelona 2017 I would have loved to have someone like Ronda Chaney (Florence) run marketing workshops; However, I would also have loved to have a list of strategies that worked for faculty who did recent programs. Like, "When I recruited for _____, this worked really well for me."
- xi. SW: That's a great idea and certainly something we can put together.
 - 1. Action item: Schedule Flex Day workshops with study abroad faculty

Action items: Kathy will ask Ronda Chaney if she would be willing to collaborate on a Flex Day presentation for Spring. Study Abroad will create a recruiting tips list with suggestions from faculty.