

**Minutes for Study Abroad Meeting  
 Friday, November 8, 2019  
 8:30 to 10 am, Doyle 4243/Zoomed to Petaluma Call 632**

Present: Mr. Kerry Loewen (Co-Chair), Ms. Jeanette Ben Farhat, Dr. Modhurima DasGupta, Ms. Katy Gerber, Ms. Stephanie Jarrett , Mr. Ethan Wilde, Dr. Kent Wisniewski (faculty Co-Chair, spring 2020), and Ms. Yasminatou Yerima

Absent: Mr. Steven Fichera, Business Department

Topic	Discussion
Welcome to Old and New Members and Introductions	A welcome to our new student representative, Yasminatou Yerima
Approve Minutes	Minutes of September 13, 2019 were approved.
Trips in Session and Scheduled for Upcoming Academic Year	<ul style="list-style-type: none"> <li>• Spring 2020 Florence—current SRJC deposit count is 27. Ms. Jeanette Ben Farhat, Political Science instructor, will be the Instructor of Record. Ms. Ben Farhat is also co-chair of this committee.</li> <li>• Barcelona Study Abroad is currently underway. Instructor of Record is Dr. Kirsten Swinstrom. Things are going splendidly. Loewen did ask the director, who is conducting a site visit, to inquire of students about any concerns regarding recent wildfires.</li> <li>• Contract for London 2020 has been signed.</li> </ul>
Status of Title IX Issue from Florence 2019	<p>Ms. Stephanie Jarrett, Human Resources, Training and Compliance Manager; informed that this week, she received the final investigation concerning the Florence Study Abroad 2019 Title IX incident. This process began in April 2019. The fact that three colleges were involved, three procedures were implemented, and students were subjected to interviews by multiple investigators made this a challenging undertaking. One college opted to conduct a separate investigation. Mr. Kerry Loewen, Dean of Arts and Humanities and Co-Chair of the Study Abroad Committee, hinted that because of the cost of the investigations, all three institutions are considering leaving the consortium. Ms. Jarrett informed that the process is not yet completed, “this is just the investigation that is included at this point.” Moving forward, the question surfaced if such a Title IX situation should arise again, should there be an agreement of conducting one investigation so the other colleges can adopt the finding. One college district did not agree with this solution.</p> <p>Proceeding under these circumstances, different investigations can yield different outcomes. Mr. Ethan Wilde, Computer Studies instructor, asked if there is a “state level Title IX ...that could adjudicate or can step into this thing where there is a violation that covers multiple campuses..?” Jarrett answered no. Community colleges do not have one policy. Loewen added that this investigation was compounded by the fact that “European laws” were involved. One positive result of this investigation is that the AIFS consortium has agreed if there are future incidents, to incur the cost of flying out the appropriate Title IX</p>

	<p>representative, such as Jarrett, to conduct an investigation. The state chancellor’s office was approached and offered a solution of a legal collaboration, but this was rejected by one of the colleges” to “The State Community College Chancellor’s Office’s legal opinion recommended that Colleges should coordinate efforts with other ongoing District investigations to expedite the process and prevent complainants from having to provide multiple statements unnecessarily, but this was rejected by one of the colleges.”</p> <p>Mr. Wilde asked about a consortium agreement. There was an amendment suggested, but again, one of the colleges was not in agreement. Jarrett felt that every possible solution has been explored to mitigate the effects of this investigation. Ben Farhat suggested that perhaps Sierra College (see Miscellaneous) replace the institution that has been uncooperative. Ben Farhat asked about institutions that are considering leaving. What exactly are the leaving—the program, consortium? Loewen replied that it is the consortium. Other companies do provide the service that AIFS (the consortium) does. Nevertheless, Loewen doesn’t believe that AIFS is the problem. “They do a really good job of student services.”</p>
Student Code of Conduct	At the last directors’ meeting, AIFS was, at their discretion, given the authority to expel disruptive students. Jarrett added there will still be due process, and AIFS will still consult with the institution, but the process will be expedited.
Revisit VPI Chart on Cancellation of Low-Enrolled Classes	See VPI chart below. This chart allows for classes that are slightly enrolled to continue. Wilde asked about increasing the “ceiling” to 22 to align with the revised All Faculty Association contract (AFA). Loewen replied that question has not been broached yet. Since enrollments of 20 align with other colleges, “we’ll probably stick with this.” Ben Farhat feels that students should not be punished because an instructor’s recruitment numbers were below par. Some students rely on offering these sluggishly enrolled courses. Her suggestion was the rescission of apartment or airplane stipends to faculty. Loewen replied that was an interesting idea. The problem is that “it doesn’t reimburse the district for the low enrollment.” However, he will take this suggestion to the directors. There was another suggestion of eliminating the 20 percent allocated to instructors for recruitment. Loewen cautioned that this may be considered “direct dealing.” Loewen did share that the good news is the VPI chart has so far been “pretty fair.” This chart may appear “daunting...but in practice... since we’ve had this chart, we have not cancelled a single class. We’ve had classes that were under 20 that in the past were cancelled, but because we’re now using averages that has saved quite a few classes and will save some classes next semester.”
Application and Interview Deadline	<p>Tuesday, November 26, 2019--Deadline for application solicitations</p> <p>Tuesday, February 18, 2020—Deadline for applications</p> <p>Friday, March 13, 2020—Interviews (during March Study Abroad meeting)</p>
Flex Activities	According to Jarrett, convening a PDA workshop is not possible because the final PDA workshop schedule was finalized yesterday. Jarrett suggested staffing a table at PDA Day, February 13, 2020, during the lunch hour. Wilde volunteered.

Miscellaneous	<ul style="list-style-type: none"> <li>• Ben Farhat posited a recommendation from another instructor in the consortium of bringing Study Abroad to counselors' attention first and foremost.</li> <li>• Loewen lauded good teamwork among instructors' in the consortium. Ben Farhat felt that collaborative skills with other faculty members in the consortium should be one of the interview questions.</li> <li>• Sierra College expressed an interest about joining the consortium. Loewen asked Ben Farhat how she felt about this. She expressed concerns about the logistics of managing a maximum of 120 instead of 100 students. Class space and field trip planning would also be more challenging.</li> <li>• Loewen informed the committee that the Shared Governance Committee is considering adopting the American River College system of shared governance. Feel free to refer to their website.</li> </ul>
Adjournment	Meeting adjourned at 9:27 am Next meeting is Friday, December 13, 2019

Students Recruited by College	Average Course Enrollments for College	Number of Classes
20+	20+	0
20+	15 - 19	1
20+	10 - 14	2
20+	0 - 9	All
15 - 19		1
10 - 14		2
0 - 9		All