

**Study Abroad Meeting  
Friday, February 10, 2017**

Attending: Mr. Kent Wisniewski (Co-Chair), Dr. Nicole Slovak , Dr. Terri Frongia, Ms Michelle Hughes Markovics , Dr. Masanori Imura, Ms Mai Nazif, and Vayta Smith

Absent: Dr. Mark Anderman

Topic	Discussion
1. Previous Minutes	Minutes of December 9, 2016 approved
2. Welcome to new Chair (in absentia)	Dr. Mark Anderman, Interim Dean of Arts and Humanities, will be temporarily assuming chairmanship of the Study Abroad Committee. He was unable to attend today's meeting due to a conflict.
3. Faculty Selection and Deadlines	<p><b>February 16, 2017</b>—PDA Day  <b>February 24, 2017</b>---Sending out applications for Summer 2018 instructor recruitment  <b>April 7, 2017</b>—Instructor applications due date for Summer Abroad semester 2018  <b>April 14, 2017</b>—Screening instructor applications  <b>May 12, 2017</b>—Interviews for Summer Study Abroad</p> <p>No instructor applications have been received thus far but Dr. Kent Wisniewski, Study Abroad Committee Co Chair and Anthropology Instructor, has heard verbally from at least two faculty members.</p> <p>Dr. Mas Imura, Chemistry Instructor, asked about including more STEM disciplines. He said this was the reason that he joined this committee.</p> <p>Ms Mai Nazif, Chair of Modern and Classical Languages Department, suggested that science lab classes would probably not be a practical fit for a study abroad setting due to facility and time demands. Dr. Imura countered that general science classes would be compatible with a study abroad format. Dr. Wisniewski mentioned that there has been a precedent with Danielle King's Life Sciences Department classes. Also Dr. David Kratzmann, Earth and Space Sciences Department, will be accompanying Ms Hughes</p>

	<p>Markovics, Anthropology Instructor, this summer. Ms Nazif also mentioned a Stephen James of Los Rios College who taught environmental biology during the Barcelona Study Abroad trip. His curriculum consisted of zoo animal adoption, de-salination, etc. Nazif will provide limura with a contact.</p> <p>There is a surplus of instructor recruiting postcards. Wisniewski suggested that they could be rendered generic by including a sticker with the current application date. Wisniewski and Lori Derum, Administrative Assistant of Behavioral Sciences, are still considering how to distribute these post cards.</p>
<p>4. Report on London Fall 2016—Anne Donegan</p>	<p>Ms Anne Donegan was the instructor of record for the Fall 2016 London Study Abroad Program. Generally the trip was a positive experience for Ms Donegan and her family. She is sure that many of the students shared this sentiment. Facilities, classrooms, and location were great. AIFS is great at organizing tours and communicating logistical matters. However, in regards to other matters, Ms Donegan felt that AIFS was at “cross purposes” with instructors. The bulk of the organization was focused on students having a “good time” as opposed to concentrating on enhancing the academic experience. For example, at the first meeting with AIFS, one of the staff members introduced herself as “the person you can ask all questions about beer.” An email was circulated the weekend prior to midterms informing students where they could celebrate Oktoberfest throughout the city.</p> <p>This seeming lapse in judgment was communicated to the AIFS staff during the weekly meeting. The AIFS staff seemed open to the advice, but later displayed similar behavior before finals week. Donegan felt that this kind of bon vivant attitude from the AIFS staff might have led to ten to twelve students failing all of their classes.</p> <p>Donegan was under the impression that instructors would be able to focus on teaching, and disciplinary matters would be handled by AIFS. She also thought of all disciplinary matters that AIFS would “toe a really hard line about attendance.” AIFS staff had impressed upon instructors that attendance was important because it was connected to their visas. Her experience proved otherwise. When she informed AIFS of names of students who were frequently absent, there was little interest. One student in particular, who was frequently absent from classes, was finally discovered holed up in his dorm room surrounded by “empty food containers” and playing video games on his computer. This discovery was made after the Thanksgiving holiday even though instructors had been</p>

complaining about his absenteeism since early October. This student faced no consequences, which Donegan feels sent the wrong message to other students regarding attendance. Donegan had witnessed the same lack of action from AIFS regarding other students with high absenteeism. As a silent protest, Donegan ceased to submit her daily attendance tally due to the lack of enforcement of the attendance and other disciplinary policies.

Donegan felt that the results of the United States presidential election also impacted student attendance.

Dr. Terri Frongia, Modern and Classical Languages Instructor, offered that the instructor could precipitate the student's removal. Donegan felt that this would have played into AIFS's hands of passing this responsibility on to the instructor. She also asked if this is part of the AIFS agreement between the consortium and the student.

Ms Nazif, suggested that students may realize that they can take advantage of the transcript issue by underperforming in classes offered by other schools in the consortium

Dr. Nicole Slovak, Anthropology Instructor, offered that at the end of the day, instructors need the AIFS staff to enforce policies. She said, "AIFS has served us very well." However, she wondered, if the committee is at the point where other options should be researched, establish a "best practices" model, and present that to AIFS. If AIFS doesn't comply, we can "take our business elsewhere."

Donegan feels that the answer is much simpler—insist that AIFS adhere to their policies stipulated in the contract.

She also conceded that she had to offer succor to anxious students daily. She stated that she wasn't a psychiatrist. Everyone agrees that there seem to be more students with anxiety issues. AIFS doesn't seem to be equipped to deal with these challenges other than providing a list of medical providers.

The committee also feels that there needs to be some kind of psychological battery to assess what students are emotionally prepared to participate in a Study Abroad program.

	<p>Dormitory living versus home stays; satellite locations versus headquarters were offered as explanations as to why some instructors experienced a lack of policy enforcement as opposed to others. Perhaps countries' attitudes and acculturation regarding drinking need to be addressed prior to the trip.</p> <p>Wisniewski will bring this to the dean's attention.</p>
<p>5. Summer Recruitment Compensation</p>	<p>It has been concluded that for summer recruitment, instructors are compensated five percent (5%) if teaching as a duo; ten percent (10%) if teaching singly. That amounts to 30 or 60 base hours, respectively. Contract faculty has the option of taking this as a contract load or overload. If choosing the former option, they must submit the request in writing to the Vice President of Academic Affairs, Dr. Mary Kay Rudolph.</p> <p>Dr. Frongia suggested that a memorandum of understanding be drawn up to codify this. Dr. Slovak agreed that some kind of stipend model should be proposed for the summer program to lend itself to a more equitable pay for participating adjunct and contract faculty members. She further suggested that what needs to be done for the summer study abroad program is "...really think about writing up a sort of formal framework for the summer program because it is not <i>one size fits all</i>, and we can't take the semester model and just plop it down on summer. I think that is what we are running into...Until we have our voices formalized, it is going to be this really frustrating back and forth...It's a starting place. I think we've got to do that."</p> <p>A retreat is tentatively scheduled for April 14th to grapple with some of these concerns regarding the summer program and to establish some kind of framework.</p>
<p>6. Adjournment</p>	<p>Meeting ended at 10:30 am</p>