

## ANNUAL REPORT

### *International Programs Offerings Committee*

University of North Alabama

Florence, Alabama

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*Committee Vice Chair*

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Date submitted

Submitted to: Dr. Amber Paulk

Shared Governance Chair

University of North Alabama  
International Program Offerings  
Annual Report 2017-2018

I. Executive Summary

The Committee's focus this year was the study abroad scholarship. For 2018-2019, the Vice President of Academic Affairs/Provost, continued the \$1600 scholarship that was available to all students who met the criteria for faculty lead education abroad trips and Magellan. We continued the process of a sub-committee reviewing and making recommendations to the full committee regarding those who met the scholarship criteria. After review, the committee recommended 157 students for the faculty lead scholarship, ten students traveling with Magellan, and three staff scholarships. This year was the first year for there to be one scholarship deadline, February 1. Many trip leaders voiced a concern with the one deadline stating that often students would not make a firm commitment until they knew about the scholarship and many had to wait to purchase airline tickets till the scholarship monies were put into the appropriate trip account. The committee recommends a return to two deadline.

II. The Committee's Charge (from the Shared Governance)

- To serve as an advisory committee to international programs/offerings on campus;
- To assist the Office of International Affairs with information related to international programs/offerings on campus;
- To provide a mechanism for coordinating all programs/offerings within various college as well as other areas on campus;
- To serve as a mechanism for international offerings/program development;
- To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations";
- To submit a final written report electronically by the first day of the fall semester to the Vice President for Academic Affairs and Provost with a copy sent to the Chair of the SGEC.

III. The Committee met in September 2018, December 2018, and April 2019. Some scholarship related business was conducted via email.

IV. What were the Committee's actions and accomplishments this year relative to each item of the charge?

The committee's primary focus was the study abroad scholarship and the scholarship process. Several of the committee members were asked to review and offer feedback of a draft of the Education Abroad Handbook.

V. What were the Committee's formal recommendations?

- The committee recommends the committee charge be updated to reflect the "Appraisal and approval of education abroad scholarship applications."
- The IPO committee puts forth the recommendation to return to two deadlines. October 15 and February 15. This will allow trip leaders to have monies to make necessary purchases and students to know if they will have scholarship monies to assist with their trip.
- The committee recommends the following eligibility requirements:
  - Currently enrolled graduate and undergraduate student in good academic standing (as determined by UNA) who has completed at least one semester at UNA.
  - Fulltime degree seeking students will be given preference.
  - Participating in a credit bearing study abroad program with priority for those with at least three credit hours.
  - Each student is eligible for one scholarship.
  - International students may apply for the scholarship as long as the destination is NOT his/her home country.
  - Essay must be 500-1000 words

VI. What does the Committee plan to accomplish:

A. In the coming year?

- For the 2019/2020 year, the committee hopes to work with the education Abroad Work Group to review guidelines and protocols that can be used for education abroad leaders.
- Continue to work with the administration and faculty to identify ways to assist trip leaders with trip specifics that become very cumbersome such as arranging flights and INext required information.

B. In future years?

Continue the above.

VII. What are the Committee's weaknesses?

This year, the committee's weakness was the one scholarship deadline application process. The committee representatives will collaborate with the appropriate individuals to update the application website.

A. What can the Shared Governance Committee help do you to address the weakness?

The IPO committee would like to request the recommendations be reviewed and the charge updated.

VIII. Comments: None