

ANNUAL REPORT

International Programs/Offerings Committee

**University of North Alabama
Florence, Alabama**

Submitted by

Ms. Dianne Dodson, Chair
Instructor, Department of English

Ms. Dianne Dodson
Committee Chair

March 11, 2015
Date submitted

Submitted to: Dr. Thornell, VPAA & Provost
Title/Committee (if applicable)

Date received

UNIVERSITY OF NORTH ALABAMA

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2013/2014

Membership

1. Six (6) faculty members, with at least one representative from each college, recommended to the SGEC by the Faculty Senate
2. Senior Vice Provost for International Affairs
3. One (1) representative from the Enrollment Management area, recommended to the SGEC by the Staff Senate
4. One (1) international student representative, recommended to the SGEC by the Student Government Association Senate President
5. Vice President for University Advancement
6. One (1) faculty member who has successfully led a UNA credit-bearing study abroad program within the previous three years
7. One (1) student member who has successfully completed a UNA sanctioned study abroad program within the previous three years
8. Director of the Center for Global Engagement is a non-voting member of this committee

For the 2013-2014 academic year, the following members served on the committee:

Ms. Lillian Akin (Enrollment Mgmt staff, 2016)
Dr. Jeffrey Bibbee – Vice Chair (Faculty at large, 2015)
Dr. Santanu Borah (Business faculty, 2016)
Ms. Charlotte Cramer (Nursing faculty, 2016)
Ms. Dianne Dodson -- Chair (Arts & Sc. faculty, 2014)
Dr. Dan Hendricks (by position)
Ms. Lina Barragan Novoa (Intrntl student, 2014)
Mr. Dhruvil Patel (Education faculty, 2016)
Dr. Pat Sanders (Study abroad faculty, 2016)
Mr. Robby Thompson (SGA study abroad, 2014)
Dr. Claudia Vance (Faculty at large, 2015)
Dr. Chunsheng Zhang (non-voting, by position)

The Committee's Charge (from the Shared Governance Document)

1. To serve as an advisory committee to international programs/offerings on campus
2. To assist the Office of International Affairs with information related to international programs/offerings on campus
3. To provide a mechanism for coordinating all programs/offerings within various colleges as well as other areas on campus
4. To serve as a mechanism for international offerings/program development

5. To handle any proposals the committee may make affecting university policy according to section C.2 “Shared Governance Procedure for Policy Change Recommendations”
6. 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

Regular Meetings

The IPO Committee met in the GUC Loft on the following dates:

September 18, 2013
October 16, 2013
November 13, 2013
January 22, 2014
February 19, 2014
April 16, 2014

Committee’s Actions and Accomplishments

1. The committee proposed the creation of a Working Group to examine financial procedures for study abroad and to provide a list of recommended best practices. The SGEC approved this group, and the committee was charged to complete their task by the spring semester. The following served on the committee:

Cindy Conlon – Business Office
Lisa Rhodes – Business Office
Bethany Oliver – Student Affairs
Deborah Hensley – Advancement
Craig Christy – International Affairs
Jeffrey Bibbee (Chair) – IPO Committee
Claudia Vance – Arts and Sciences
Bruce Gordon – Business
Charlotte Cramer – Nursing
Matt Green – Education

2. The committee agreed that a formal rationale should be created for study abroad. This rationale would be valuable for inclusion in study abroad brochures or recruitment information. Dr. Bibbee drafted a rationale that was approved by the committee.

“A 21st century education requires an understanding of and interaction with the global community. Study Abroad provides a systemic and deliberate opportunity to integrate global experiences into the UNA teaching, research, and learning experiences – beyond the virtual and abstract. Study Abroad achieves the goal of cultural exposure necessary to be successful in a culturally and economically-integrated world.”

3. With the establishment of the Staff Study Abroad awards (\$1500 each), the committee was asked to create a procedure for evaluating applications and awarding money. The committee agreed to require (a) a letter of rationale from those who apply explaining how the trip will benefit them in their job or position, and (b) a letter of recommendation from a direct supervisor. The committee approved applications for five (5) awards this year.
4. We held three application rounds for students seeking study abroad scholarships. 92 awards were approved this year (\$800 each).

Formal Recommendations

1. The committee recognizes the need for a Director of Study Abroad. There would be many advantages to the growth of study abroad programs if guidance and information were centralized to one office on campus.
2. The committee wants any unused scholarship funds to roll over to the following year instead of being lost.
3. The discussion of providing larger scholarships for longer programs should continue. In addition, offering need-based or merit-based scholarships should be examined.

Plan for 2014-2015 Academic Year

The committee will attempt to simplify the process of evaluating student applications. This is a very time-consuming process for each committee member, and the committee spends time in meetings discussing applications and making decisions. We will work toward dividing the work to take the focus off the application process.

The Committee's Weaknesses

As chair, I have not identified any weaknesses during the year with this group. All members were committed to the program and had sincere motivation to work hard for the success of study abroad.