

Report of Minutes and Outcomes
Meeting, Monday, September 12, 2016, 2:15-3:30 PM, Main 212
University of Texas at Austin's Faculty Council (FC) Standing Committee C-6:
International Programs and Studies Committee
(submitted by David Eaton, through all participants at the meeting)

Convening

David Eaton (Chair, 2016-17) convened the meeting of The University of Texas at Austin's (UT) Faculty Council's (FC) **International Programs and Studies Committee** (hereafter the C-6 Committee) at 2:15 PM on Monday, September 12, 2016. In attendance were three members (in alphabetical order): David Eaton (LBJ School), Ann Johns (Art and Art History), and Melissa Murphy (Spanish and Portuguese). Also in attendance were Janet Ellzey, Vice Provost for International Programs (Mechanical Engineering) who is an ex-officio member of the C-6 Committee and Maria Arrellaga, Executive Director of Global Engagement, Office of the UT President. Eaton stated that the two purposes of the C-6 Committee are to (a) support UT activities to enhance international engagement opportunities for UT students, faculty and staff and (b) address matters that could improve the quality and effectiveness of UT international engagement.

Discussion of UT International Engagement Opportunities

After self-introductions of the meeting participants, Eaton asked Vice Provost Ellzey and Executive Director Arrellaga to discuss current priorities and how the C-6 Committee could help them achieve their goals.

Vice Provost Ellzey indicated that the International Office (IO) is responsible for providing opportunities for students to learn about the world through international education and cultural exchange through its component offices: [Study Abroad](#), [International Student & Scholar Services](#), [English as a Second Language](#) instruction, [Global Risk & Safety](#), and [Special Projects](#). Her remarks addressed current IO student education priorities. She distinguished among three lengths of international student experiences: year-long; semester-long and short term (less than a semester). She indicated that UT had two regional priorities for increasing foreign opportunities: Mexico and China. She distinguished among three types of educational opportunities: those led by UT faculty; those offered by third-party affiliated institutions (both non-profit organizations and businesses); and those offered by foreign universities in cooperation with UT as a result of curriculum integration with UT so that students could receive credit for courses at those foreign institutions. She indicated that one priority for the 2016-17 academic year was to enhance opportunities for undergraduates to participate in semester-long academic programs offered under curricular integration with UT, as those programs tend to be the cost-effective for students and have impact on student outcomes. She indicated that as of the 2016-17 academic year, there are on the order of 50 percent of all undergraduates who have available to them an opportunity for study in a foreign university participating with UT under curriculum integration. She commented that UT faculty-led short-term international programs are well established, as, on the order of 3,000 UT students register each year through the UT International Portal and that between 2,200 and 2,500 students participate in an

international program each year. Professor Ellzey encouraged the C-6 Committee to help UT enhance international engagement accessibility and affordability by promoting semester-long exchanges with foreign universities participating in curriculum integration with UT.

Executive Director Arrellaga stated that President Fenves’ international engagement priorities for the coming 2016-17 year include: enhanced study opportunities for students to study abroad; encouraging UT faculty and staff to increase international research opportunities; and engagement with international alumni to enhance involvement with UT and provide local connections for study study, research, internships and service in other nations. She stated that one short-term priority was to develop an international engagement database for UT that would include information about: opportunities for students, faculty and staff; existing connections between UT faculty/staff/academic and research units with foreign institutions; and alumni abroad. She indicated that the President’s Office would appreciate assistance from the C-6 Committee in collecting information on existing UT international engagement programs. She also asked for advice on issues of design and quality assurance for a possible questionnaire for UT faculty on international engagement.

The three C-6 Committee members expressed appreciation for the clarity of Dr. Ellzey’s and Ms. Arrellaga’s priorities. They agreed that the C-6 Committee would identify steps to facilitate priority programs of Dr. Ellzey and Ms. Arrellaga (see comments below).

Discussion of C-6 Committee Attendance and Meeting Schedule

The Chair expressed regret that he had not been more pro-active in informing C-6 Committee members of this first Committee meeting and asked those present to help select meeting days and times so that C-6 Committee members could plan to attend regularly scheduled meetings. The Committee decided on the meeting schedule below (see Table 1). Each meeting will occur prior to a regularly scheduled Faculty Council meeting. Meetings are now being scheduled in advance, but could be cancelled in the event that there would be no agenda items to address. All meetings will be held MAI 212. Table 2 lists members of the C-6 Committee, as well as of persons/offices to be “copied into” C-6 Committee Minutes and Agendas.

Table 1: Proposed Meetings of the C-6 FC Committee

Date	Time	Location (requested)	Notes
10/10/16	12:00	MAI 212	MAI 212 in use after 13:00
11/14/16	13:15	MAI 212	FC meeting starts at 14:15
12/5/16	13:15	MAI 212	FC meeting starts at 14:15
1/23/17	13:15	MAI 212	FC meeting starts at 14:15
2/20/17	13:15	MAI 212	FC meeting starts at 14:15
3/6/17	13:15	MAI 212	FC meeting starts at 14:15
4/10/17	13:15	MAI 212	FC meeting starts at 14:15
5/1/17	13:15	MAI 212	FC meeting starts at 14:15

Table 2: List of Persons/Offices to Be Informed of C-6 Committee Activities

(all items in alphabetical order)

Faculty Members

Janet M. Davis, Associate Professor, American Studies, email: janetmdavis@austin.utexas.edu;
phone: 512-232-1848; 512-471-7277

David J. Eaton, Professor, LBJ School, email: eaton@austin.utexas.edu; phone: 512-471-8972
(Chair, 2016-17)

Alexandra A. Garcia, Associate Professor, Nursing, email: agarcia@mail.nur.utexas.edu; phone:
512-471-7973

Kate Gillespie, Associate Professor, Marketing Administration and Center for Middle Eastern
Studies, email: kate.gillespie@mcombs.utexas.edu; phone: 512-471-5438

Ann C. Johns, Distinguished Senior Lecturer, Art and Art History, email:
acjohns@austin.utexas.edu; phone: 512-471-1936

Melissa D. Murphy, Senior Lecturer, Spanish and Portuguese, email:
mmurphy@mail.utexas.edu; phone: 512-232-7126

Guido Olivieri, Senior Lecturer, Music, email: olivieri@austin.utexas.edu; phone: 512-471-8015

Lynn R. Wilkinson, Associate Professor, Germanic Studies and Center for Women's and Gender
Studies, email: lrw@austin.utexas.edu; phone: 512-232-6370; 512-471-4123

Student Members

Jacqueline C. Gibson, Senate of College Councils Representative, Sophomore, College of Natural
Sciences, no email available; no phone available.

Ex Officio: Administrative Advisors Without Vote

Douglas G. Biow, Director, Academic Program, French and Italian, email:
biow@mail.utexas.edu; phone: 512-471-7267

Janet L. Ellzey, Vice Provost for International Programs and Professor of Mechanical
Engineering, email: jellzey@mail.utexas.edu; phone: 512-471-7020

Richard R. Flores, Senior Associate Dean for Academic Affairs, College of Liberal Arts and
Professor of Anthropology, email: flores@austin.utexas.edu; phone: 512-471-9209;
512-471-4141

Marvin L. Hackert, Interim Dean, Graduate Studies and Professor, Molecular Biosciences, email:
m.hackert@austin.utexas.edu; phone: 512-232-3604; 512-471-1105

Heather A. Thompson, Director, Study Abroad, email: heatherm@austin.utexas.edu; phone:
512-471-1127; 512-471-6490

Other Contacts

Maria Arrellaga, Executive Director of Global Engagement, Office of the President, email:
arrellaga@utexas.edu, phone 512-471-6080

Faculty Council Executive Committee, c/o email: fc@austin.utexas.edu, phone: 512-471-5934

Steven Hoelscher, FC Chair Elect, Professor and Chair, American Studies,
email: hoelscher@ausrtin.utexas., phone: 512-232-2567

Election of a Vice-Chair of the C-6 Committee

David Eaton informed the C-6 Committee that the FC would prefer that each FC Committee elect a Vice Chair for the 2016-17 academic year who can become the Chair for the 2017-18 academic year. Nominations for Vice Chair were opened. Professor Melissa Murphy (Spanish and Portuguese) was nominated. An election was held. Professor Murphy was elected as C-6 Committee Vice-Chair for the 2016-17 academic year.

Consideration of Old C-6 Committee Business

There were four items of old business referred by the 2015-16 C-6 Committee to the 2016-17 C-6 Committee. These items are listed and discussed below.

Issue 1: Improving web-accessible information on UT-Austin international programs

Issue 2: Improving information on insurance options for UT international programs

Issue 3: Improving information on whether UT faculty/staff who supervise international programs re doing so as part of their 'normal responsibilities'

Issue 4: Gathering information on the impact of 'campus carry' for international students and UT-initiated international programs

Issue 1: Improving web-accessible information on UT-Austin international programs

Committee C-6 members agreed that the 2015-16 C-6 Committee "web accessibility" concerns are consistent with Ms. Arrellaga's priorities and that the topics ought to be discussed together. The Chair discussed what has been accomplished prior to this meeting by the 2015-16 C-6 Committee:

* The Chair had searched UT college/school and departmental websites and those of the Study Abroad Office to see what information exists on websites regarding UT's international engagement. This information has been collected in a notebook. A copy of image "file" is attached to these Minutes for use by C-6 Committee participants and forwarded to Ms. Arrellaga.

* The Chair began a structured search for information on existing: (a) agreements between UT units and international universities; (b) available visiting fellowships for scholar from abroad or research/fieldwork fellowships for travel abroad; (c) study abroad programs, either those initiated by UT or facilitated through UT or (d) active research and exchange programs of UT units, etc. Information from this search has been added to the same notebook and included with the materials forwarded with these Minutes to C-6 participants and Ms. Arrellaga.

Ms. Arrellaga asked the C-6 Committee assist her in reviewing a potential draft questionnaire to ask UT faculty about each individual's international activities. Professor Murphy agreed to be the C-6 Committee contact. All C-6 Committee members present indicated a willingness to assist Ms. Arrellaga. The C-6 Committee will invite Ms. Arrellaga to the Committee meeting on 10/10/16 to discuss how its members can help further.

Issue 2: Improving information on insurance options for UT international programs

The C-6 Committee Chair informed members of the efforts of the 2015-16 C-6 Committee to

collect and organize information about UT insurance products related to international programs and studies made available or paid for by either The University of Texas at Austin (UT-A) or the University of Texas System (UT-S). The types of data sought were:

- * name of the insurance product;
- * website where information can be obtained about the product (or location for those items which are not on a website);
- * name, address and contact email and phone number for a person associated with the vendor, in the event of an incident;
- * a brief description about the potential use of the product;
- * a description about what a person needs to do access the product; and
- * what documents a person needs to submit in the event of an incident.

On behalf of the C-6 Committee the Chair contacted staff within both UT-A and UT-S whose responsibilities include the purchase of insurance products that would be relevant to international programs and studies. Those persons informed the Chair that they could not speak with him about those products. From their perspective, the only option for obtaining information would be to submit the equivalent of a "Freedom of Information Act" request for the materials, which in this case would be through a so-called "letter under the Texas Public Information Act, Chapter 552 of the Government Code." As a result, in April 2016 the Chair sent such a letter seeking:

"all current University of Texas System (UT System) risk, liability or any other associated with travel by UT System faculty, staff and/or students, either within or outside the US, for study, research or service."

(Note: a copy of the Texas Public Information Act, Chapter 552 of the Government Code request can be sent to any C-6 Committee member for their information.)

The Chair expressed his regrets to the C-6 Committee that he was not capable of expressing the C-6 Committee's request to those offices in a manner that they could understand, as each insurance product provided through UT-A or UT-S would be purchased with State of Texas funds, so information about it ought to be in the public domain and available in some manner other than through a Texas Public Information Act, Chapter 552 of the Government Code request.

UT-S responded to the request in May 2016: it was a thorough, detailed, and timely response. The Chair recognizes that his request could have been worded better, because the response did not include all the insurance products he sought. In addition, UT-S requested that some information ought to be kept confidential. As the Chair was not certain exactly what information ought to be kept confidential and what information could be distributed to others, he has been unable to develop a draft table of appropriate insurance products.

Professor Ann Johns agreed to help David Eaton in effort to develop a table of insurance information related to international programs and studies. Prior to the October 10 meeting, on

behalf of the C-6 Committee, David Eaton will seek to use only publicly-available websites to create a table of insurance products related to study abroad activities for the consideration of the C-6 Committee. Key UT-A and/or UT-S staff who manage insurance products will be invited to subsequent C-6 committee meetings to comment on the accuracy and completeness of the draft insurance product table. The C-6 Committee hopes that invited UT-A and/or UT-S staff will speak to the members of the C-6 Committee. In the event that UT-A or UT-S staff require another 'freedom of information' letter, the C-6 Committee can decide what would be appropriate next steps to obtain supplemental information.

Issue 3: Improving information on whether UT faculty/staff who supervise international programs are doing so as part of their 'normal responsibilities'

For many years there have been a series of unsuccessful effort to ask UT-A to provide an institutional statement as what are the responsibilities of faculty or staff who lead U-A student groups abroad or send UT-A students overseas. As an example from another field (research) of the potential value to UT-A of such a policy statement, the UT-A Vice President for Research has asked UT-A faculty to indicate that they comply with rules regarding research on campus (see the website: (<https://research.utexas.edu/resources/responsibilities/>)). While the Study Abroad Office (SAO) does provide some information on some faculty/staff responsibilities in leading international programs (<https://utexas.box.com/s/c5551qipzavwz1kflyeqrlsnqwe6xds6>), that information is incomplete. One key statement has been missing from SAO material, that these responsibilities exist because they are within the scope and conduct of a faculty member, paid to lead students outside of the US. The absence of a declarative statement about scope and conduct of faculty responsibilities means that UT-A faculty and staff are not able to purchase private liability insurance that would reimburse legal costs in the event of an accident to cover risks of managing international programs, as private insurers require a definitive institutional statement as to the covered risks.

The Chair expressed his regret that his efforts during the 2015-16 academic year working with [Paul Liebman, JD](#), Chief Compliance Officer of UT-Austin and Daniel Sharphorn, J.D., Vice Chancellor and General Council of the UT System have been unsuccessful. Both gentlemen agreed that the issues are serious and that someone ought to address them. However, there exists no such statement as of September 2016.

The Committee will follow a parallel approach (similar to insurance products) to develop a statement on scope of responsibilities for student welfare. Using existing websites, the 2016-17 C-6 Committee will prepare a statement as to what are the responsibilities of faculty or staff who lead UT-A student groups abroad or send UT-A students overseas. The Committee will then invite key UT-A and/or UT-S administrative stakeholders to C-6 meetings, as appropriate, to discuss whether draft statements are accurate and complete. Professor Ann Johns agreed to help David Eaton in this effort.

Issue 4: Gathering information on the impact of 'campus carry' for international students and UT-initiated international programs

The Chair informed the C-6 Committee of efforts made by the 2015-16 C-6 Committee in Spring 2016 to collect information on the impacts of the so-called 'campus carry' law on incoming international students as well as other international programs and studies. The 2016-17 C-6 Committee then discussed the existing websites developed at UT-A to explain 'campus carry' and its implications for UT-A students, faculty, staff and patrons. The 2016-17 C-6 Committee agreed that the existing UT Campus-Carry websites provide accurate, reliable and sufficient information, so that the C-6 Committee need not undertake any further action on campus carry during this coming academic year.

Draft Agenda for the October 10, 2016 Meeting of the C-6 Committee

1. Introductions of participating persons
2. Discussion with Vice Provost Dr. Ellzey and/or other International Office (IO) staff how the C-6 Committee can assist IO staff during the 2016-17 academic year
3. Discussion with Ms. Maria Arrellaga, if she is available, how the C-6 Committee can assist her in collection of data regarding international studies and programs at UT and any other priorities of the UT Office of the President
4. Discussion of the draft statement on the scope of responsibilities of faculty who lead international programs
5. Discussion of the draft table of insurance products available to UT-A faculty staff regarding international programs and studies
6. A request for items of new business for the 2016-17 academic year to both voting or non-voting member of the C-6 Committee.

Attachments:

1. A copy of screen shots of UT-A websites regarding international engagement.
2. A list of websites associated with insurance products related to international engagement.
3. A copy of the 'Freedom of Information' act submitted to Mr. Daniel Sharphorn. J.D., Vice Chancellor and General Counsel of The University of Texas System; the letter was required to seek insurance information from UT-S that is within the public domain.