

Draft Report of Minutes and Outcomes
Meeting, Monday, November 14, 2016, 1:15-2:10 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 meeting participants)

Convening, Participation, and Prior Outcomes

The Chair 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) around 1:15 PM on November 14, 2016. In attendance were four C-6 Committee members (in alphabetical order): Ryan Alexander (student representative); David Eaton (LBJ School); Alexandra Garcia (Nursing); Melissa Murphy (Spanish and Portuguese); and Jonathan Sessler (Chemistry). Also in attendance (in alphabetical order) were Maria Arrellaga, Executive Director of Global Engagement, Office of the UT President; Marvin Hackert, Interim Dean, Graduate School (Molecular Biosciences) and Heather Thompson, Director, UT Study Abroad.

The next C-6 Committee meeting is scheduled for **Monday, December 5, 2016 at 13:15 in room MAI 212**. Attachment 1 lists persons or offices to be informed of C-6 Committee activities. Attachment 2 lists future dates of C-6 meetings. Attachment 3 lists previous deliverables/outcomes of C-6 meetings during the 2016-17 academic year.

Agenda Items, November 14, 2016

Item 1: How to Support UT International Engagement – Study Abroad Office

The C-6 Committee discussed how to assist the Study Abroad Office in its efforts to increase UT student participation in semester-long international programs abroad managed by local universities, where the content has been pre-approved by UT departments for undergraduate academic credit. In its October meeting, the C-6 Committee decided to try to collect three types of databases that could be used to develop a so-called "Campus (UT) Ambassador" program. Current students who have traveled abroad in such semester-long programs would be matched with an appropriate-discipline classroom to tell of her/his experience. UT staff volunteered to try and collect information on any current UT undergraduates who have studied abroad in such semester-long pre-approved programs. Those students could be asked whether they would be willing to visit a classroom to discuss their international program experiences. Heather Thompson indicated that she has a data base of undergraduates who could be invited to become a Campus Ambassador. The C-6 Committee Chair has collected two other types of data: (a) a list of all UT department chairs or equivalent and (b) a list of all UT undergraduate academic advisors and program coordinators. The Graduate School provided the database of department chairs. Ms. Kayla Ford of the Red McCombs School of Business has provided a list of undergraduate academic advisors and program coordinators. The C-6 Committee agreed that in its December, 2016 it will consider whether to "pilot" a Campus Ambassador concept in a few departments. For consideration at the C-6 Committee in December, 2016, the C-6 Committee Chair has drafted correspondence to UT Department Chairs as well as students who could serve as a Campus Ambassador

Item 2: How to Support UT International Engagement – UT President's Office

A brief discussion was held about the UT President's Office's (UTPO) efforts to expand international engagement. The C-6 Committee Chair provided draft information to the UTPO on (a) UT websites with international program information and (b) a draft format for a UT survey of international affiliations. The C-6 Chair in the December 2016 C-6 meeting will provide as illustrations a more complete set of survey responses from the LBJ School and IC². The next steps in collecting information will be up to the UTPO.

Item 3: Insurance Programs for Faculty Leading Study Program Abroad

Heather Thompson discussed efforts to collect information on insurance policies for use by for faculty members considering taking students abroad. These policies are offered by the UT System and UT Austin for risk prevention and risk mitigation for international programs and studies. The C-6 Committee discussed: the types of information about each insurance policy that would be useful; the format for a report or other communication about insurance options; and how to distribute such information for faculty considering programs abroad. The C-6 Committee seeks to complete such a report on insurance policies during the 2016-17 academic year and to make it available for faculty considering programs abroad.

Item 4: Faculty Responsibilities for Student Welfare While in International Programs

The C-6 Committee confirmed that in the December 2016 meeting it will discuss faculty responsibilities for student welfare while participating in UT-sanctioned study, research or service abroad. Such information on faculty responsibilities for student welfare would inform faculty members considering taking students abroad. At the December 5 meeting the C-6 Committee will discuss: the types of information about each faculty responsibility that would be useful; the format for a report or other communication about faculty responsibilities for students while participating in study, research or service abroad; and how to distribute such information for faculty considering programs abroad. During the 2016-17 academic year the C-6 Committee seeks to complete such a report on faculty responsibilities for student welfare while in international programs and make it available for faculty considering programs abroad.

Item 5: Other New Business

Professor Sessler proposed new business for the C-6 Committee and he will provide details in writing for the December 2016 C-6 meeting.

Adjournment

The C-6 Committee adjourned.

Draft Agenda for the December 5, 2016 C-6 Committee Meeting

1. Self-introductions of participating persons
2. Discussion on how the C-6 Committee can assist the UT President's office in collecting information in international programs.
3. Discussion of university survey effort on international enjoyment
4. Discussion of draft materials on insurance products available to UT faculty staff regarding international programs and studies
5. Discussion of faculty responsibilities for student welfare while in international programs
6. Requests for any items of new business for the 2016-17 academic year
7. Adjournment

Attachment 1: Persons/Offices to Be Informed of C-6 Committee Activities

Faculty Membership

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.

Jonathan Sessler, Professor and R. P. Doherty, Jr. - Welch Regents Chair in Chemistry, College of Natural Sciences, email: ssessler@cm.utexas.edu; phone: 512-471-5009.

Student Members

Ryan Alexander Mascheri, Senate of College Councils Representative, Senior, School of Business, email: ryanmascheri@utexas.edu; phone: 832-454-3897.

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@aurtin.utexas; phone: 512-232-2567.

Attachment 2: Schedule of Proposed C-6 Committee Meetings

Date	Time	Location	Notes
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

Attachment 3: Outcomes or Information from the C-6 Committee During the 2016-17 Academic Year

1. The C-6 Committee elected Professor Melissa Murphy (Spanish and Portuguese) as Vice-Chair of the C-6 Committee for the 2016-17 academic year and thus Chair of the C-6 Committee for the 2017-18 academic year.
2. A copy of a set of UT websites describing international affiliations has been uploaded to an UT Box at <https://utexas.box.com/s/2at977u33bhqspc8fbgnfi78l20yeaqx>. It is also available http://utdirect.utexas.edu/io/abroad/pgm_list/index.WBX?s_action=LIST&s_search_pgm_cat_code=EX
3. A copy of the UT International Office’s list of approved international agreements has been uploaded to an UT box at: <https://utexas.box.com/s/2at977u33bhqspc8fbgnfi78l20yeaqx>.
4. A draft set of questions that could be included in a UT survey of international programs. It also has been uploaded to an UT box at <https://utexas.box.com/s/2at977u33bhqspc8fbgnfi78l20yeaqx>.
5. A set of draft survey results from the LBJ School, the Center for Innovation Creativity and Capital (IC²) and some other UT units have been uploaded to an UT box at: <https://utexas.box.com/s/2at977u33bhqspc8fbgnfi78l20yeaqx>.
6. A C-6 Committee draft report on UT system insurance policies appropriate for international programs, to be discussed at the December 5, 2016 C-6 Committee meeting, has been uploaded to an UT Box at: <https://utexas.box.com/s/2at977u33bhqspc8fbgnfi78l20yeaqx>.
7. A C-6 Committee memo on unresolved study-abroad insurance issues, to be discussed at the December 5, 2016 C-6 Committee meeting, has been uploaded to an UT Box at: <https://utexas.box.com/s/2at977u33bhqspc8fbgnfi78l20yeaqx>.