

MINUTES OF THE INTERNATIONAL PROGRAMS ADVISORY COMMITTEE
November 15, 2002

The International Programs Advisory Committee met at 9:30 a.m. on Friday, November 15, 2002, in the Graduate School Conference Room, Blair Hall 1103.

Voting Members present: Dr. Alan Baharlou, Dr. Mahmood Butt, Dr. Frances Murphy, Ms. Janice Yap, Dr. Anita Shelton, Dr. William Kirk

Voting Members absent: Dr. Rose Zhang Gong, Dr. Luis Clay Mendez, Dr. Roann Kopel, Dr. Mahyar Izadi, Ms. Elyse Lyons,

Ex-Officio and Staff present: Dr. Robert Augustine, Dr. Herbert Lasky, Ms. Sue Songer, Ms. Adrienne Paladino, Ms. Pam Collins

Ex-Officio and Staff absent: Ms. Allison Witt

I. Minutes

The Minutes of October 11, 2002, were approved.

II. Items to be added to the Agenda.

02-08 Request to Offer Study Abroad Through An Independent Study

02-09 Concerns Regarding IT Travel

III. Agenda Items to be acted on.

02-07 IPAC By-Laws Revision

A. Dr. Mahmood Butt motioned to approve the By-Laws and Dr. William Kirk seconded the motion. The By-Laws were approved as distributed to be effective Fall 2003.

02-08 Request to Offer Study Abroad Through An Independent Study

A. Dr. Augustine elaborated that an EIU student would like to study abroad with a faculty member who is responsible for setting up the course, etc. We would only be approving course ELE 5990. The University would only be responsible for the student enrolled and signed off on all liability.

B. Dr. Butt motioned to approve the Request to Offer Study Abroad Through An Independent Study and the motion was seconded by Anita Shelton.

02-09 Concerns Regarding IT Travel

A. Dr. William Kirk, Dr. Mahyar Izadi and Dr. John Stimac have great concerns regarding the use of IT Travel. Pam Collins said that last year we had problems with the Study Abroad programs, such as ticketing, etc. The Business Office informed Pam Collins to send the itineraries to them

for bids, and then they responded back to Pam Collins informing her that they were not sending out for bids and that she was to only use IT Travel. Monty Bennett emailed Pam discussing pricing, and if pricing is a problem, that she should get back to them, but we are to use IT Travel. A long, detailed process involved with IT Travel and there is no flexibility and the faculty have gone out and found lower prices than IT Travel.

- B. Dr. Augustine suggested getting together with Monty Bennett and Jeff Cooley to come to some agreement to modify the policy for usage of IT Travel. Dr. Augustine asked Pam Collins to put together from her data, changes that are to be presented to the Business Office because this is a moral/ethical point because we use the fees the students pay for the trip, not appropriated funds.
- C. Dr. William Kirk and Dr. Frances Murphy have issues other than pricing with IT Travel, such as disorganization.
- D. Dr. Augustine is going to say in his letter that the members of International Programs Advisory Committee are aware of all the issues with IT Travel and recommends the following procedure and would like to hear from you regarding this issue.

IV. Communication
None at this time

V. Reports

- A. Sue Songer stated that nearly 50 people attended the presentation for the South Africa Study Abroad trip.
- B. Sue Songer stated that a Gift Account for Study Abroad was going to be established for scholarships. We would like to see more minority students in study abroad and will try to recruit more money for that purpose.
- C. The Carl P. Koerner, Jr. Memorial Scholarship (essay format), which is open to all international students, will be presented at the December 2, 2002 Holiday Banquet.
- D. Association of International Students is selling cloth international flags (3ft. x 5 ft.) this semester.
- E. The International Forum is going to be held on November 21, 2002. Hopeton Dias from Jamaica will sing and dance and talk about Jamaica.
- F. First Christian Church will be sponsoring a Thanksgiving Dinner on November 21, 2002 for the international students.

- G. Dr. Mahmood Butt said that the Scholarship Committee had their first meeting on October 24, 2002. Everything went well and the fund balances are in order.
- H. Dr. Baharlou asked how we publicize Study Abroad across campus. Sue Songer replied that a remote radio broadcast is being planned in the Student Union for some time in January with "The Party" radio station 104.3. A flyer, similar to our poster, is going to be used to target school systems.

VI. Dean's Report

- A. When students are here for an exchange, we have to achieve a balance on the other side. In the mid 1990s, the Magellan Exchange was established (more for business students). Twenty-six international students came here and only four went over there, causing a \$50,000 deficit. Allison has been working with the Business School to get between 8-10 students in next year to help decrease the deficit. The solution for this is to set up separate accounts since all exchanges are lumped into one account at the present time.
- B. Dr. Steve Roper has written a grant with Fulbright to establish a faculty exchange with Turkey. Travel resources and stipends are to be provided and have given support for that grant.

The meeting adjourned at 10:25 a.m.

ANNOUNCEMENT OF THE NEXT MEETING
Friday, December 13, 2002
9:30 a.m.
Graduate School Conference Room, 1103 Blair Hall

Agenda Items:

02-10