

**Committee on International Students and Scholars**  
**January 29<sup>th</sup>, 2016 Minutes**  
**Middle Georgia State University, Macon, GA.**

Meeting Convened at 1:00pm

**1. Introductions:**

Adam Johnson, Chair, Director International Initiatives at Coastal GA

Tammy Rosner, Director OIE for University System of Georgia

Susie Ramage, Georgia College and State University

Jason Wynn, Georgia College and State University

Jenna Tidwell, Georgia Southern University

Tonya Grubbs, Georgia Southern University

Danielle Bacud, University of North Georgia

Amanda Phipps, University of North Georgia

Brett Reichert, Georgia State University, Main

Sara Spear, Georgia Southwestern University

Veronique Barnes, Georgia State University, Perimeter College

Janet Crane, Columbus State University

**2. Adam motioned to approve minutes from the last meeting**

- a. Approved

**3. Breakout sessions: Adam- Two groups to address the charge of the CISS**

- a. What do you see the function of this committee being today? Committee's charge?
- b. What can we do as a committee to support all 29 institutions in the state for ISSS issues (28 after Albany State and Darton State consolidation in 2017).
  - i. Future opportunities
  - ii. Current challenges
  - iii. What is working
  - iv. Do a SWAT in two small groups
  - v. We need to make an impact for ISSS issues in the state/support USG efforts

**c. Group 1 Thoughts:**

- i. We need to share information statewide for consistency about tuition waivers, tuition residency issues, BOR policies that don't directly impact ISSS. CISS helps grow awareness. DACA, legal presence/lawful presence, etc...
- ii. Group brings issues forward to advocate for BOR support (top down support for policy implementation)
- iii. How do we appeal to people who are doing admissions, ESL- how do we move beyond DSO/ARO issues?
- iv. Aside from GPC, were other 2-year "feeder" schools participating?

**d. Group 2 Thoughts:**

- i. Advocacy- health insurance policy & procedures, cross cultural awareness, best practices; DSO Cookbook/handbook or international student handbook?
- ii. Training/Outreach- communication and sharing- how CISS listserv is used (or not); Best practices workshops- employment, new employee (DSO/ARO) development/mentoring; International Student Manual
- iii. Are virtual meetings possible between CISS meetings? Executive meetings?
- iv. People are inundated with acronyms- Branding the CISS group (understanding the difference between SCIE and attending vs. voting)

**e. Action Items:**

- i. Adam - to commit to ensure a takeaway- he facilitates, attendees drive.
- ii. Brett- benefits from attending a council meeting, workshop, training is the knowledge & skills enhancement; we as a committee don't have a way to document that; Many organizations in order to incentivize endorse or credential their trainings- BOR stamp of approval; create a menu of options- subcommittees to run different aspects; maybe over a course of a year there can be a series of things that are done/participate in
- iii. Marisa- Open Doors webinar on IIE census data can be viewed at bottom: <http://www.iie.org/Research-and-Publications/Open-Doors/Survey-Forms>
- iv. Marisa- focus on the CISS Branding and identifying if/when the virtual meetings can happen.
- v. Expand CISS communication to more diverse facets of International Education
- f. Tammy- recommendations from the BOR will be "soft" recommendations- Not in our best interest to have TOP DOWN policy/guidance from BOR

**4. Elections: Vice Chair Nominations- we have a quorum (10 institutions represented); paper ballot- 1 per campus**

- a. Brett Reichert
- b. Marisa Atencio
- c. Opening floor for nominations- none

**5. Tammy: BANNER- GOASEVS, GOAINTL, GOASERV; has been in contact with Rich Loftus**

- a. We are each using different screens to record visa type
- b. Ellucian response: "GOASEVS/GOASERV no longer supported by BANNER" and will be made obsolete. They are not on the BANNER 9 Roadmap
- c. Prepare yourselves for this transition within 3 years. Ellucian to provide a script to translate / transfer data as needed.

6. Tammy: SOATEST- coding for the new English language proficiency exams being requested
  - a. Each campus can use their own codes.
  - b. OR there can be consistent codes but it would have to go up to the “Data Governance Committee.”
  - c. In order to create a standard set of codes- everyone has to use the same forms in BANNER, and not everyone is using SOATEST
  - d. Brett will develop a quick survey (Corey could assist if it is needed) to ask
    - i. Were you aware of the English exams BOR allows schools to accept
    - ii. Which are you accepting (list each)
    - iii. Where are you recording in BANNER
  
7. Tammy: Study GA BOR representation
  - a. Should a new membership category be available to USG/BOR to represent non USG members?
  - b. OIE pay a large annual fee and have the ability for BOR to be on the website- NO voting rights
  - c. 14 of 29 institutions are members of Study GA
  - d. Study GA updates,
    - i. Chennelle Goyen, represented Study GA at EdUSA and OACAC
    - ii. 4 USG schools attended as a group to attend H.S. in the UK, hosted and group of parents and students
    - iii. Promoted GA as a state
    - iv. Kristen Williams attended ISEF in Miami- an organization that vets agents (paid or unpaid)
    - v. Amy Ryan sent out instructions to member schools to update our profiles (ourselves)
    - vi. Study GA held it’s required meeting GAIE Thursday, Feb 4<sup>th</sup> 1:45pm
  
8. Tammy: OIE website needs MAJOR revisions and she is looking for input
  - a. Send Tammy an email if you have suggestions on USG website revisions
  - b. Brett- has a benchmarking project been done to look at other state level systems who use a common website?
  - c. Adam- could you email the CISS to advise everyone to look at the website and request people email her with suggestions?
  - d. Deadline- by March 1<sup>st</sup>
  
9. Tammy: USG J EVP sponsorship is getting more active
  - a. Finalizing an on-line orientation for J EVs coming on USG sponsorship
  - b. Email Tammy if you are interested in being involved in its creation
    - i. Sarah Speir is interested
  
10. Tammy: Student Handbook- severely out of date-

- a. Committee will need to decide if we want to rewrite/update the handbook
- b. Marisa- what about a Wiki?
  - i. Danielle has some experience
  - ii. Marisa is interested in working with a committee to explore

**11. Tammy: What workshops can USG help set up?**

- a. She will defer to the committee to make decisions about topics

**12. Adam: He'd like to set up a virtual meeting to evaluate/assess where we are**

- a. He will send out a doodle poll
- b. When will the meeting be held
- c. Tammy- who will coordinate the technology for the meeting- USG can support if the date(s) are coordinated before hand

**13. Adam: GILC Feb 19-21<sup>st</sup>**

- a. \$90 for the weekend
- b. See website for all the info and for future conferences: <http://gilc.weebly.com/>

**14. Adam: GAIE next week Feb 3-5<sup>th</sup>**

- a. See Adam if you have questions