

Minutes of the
International Studies Curriculum and Academic Policy Committee
September 20, 2004

Present: Mary Voigt (chair), John Oakley, Theresa Johansson, David Dessler, Tun-jen Cheng, Bruce Campbell, Brian Blouet, Ed Pratt

Meeting convened at 2:00 p.m.

1. Bruce Campbell reported on the meeting he and Mary Voigt had with Dean Strikwerda on the role of the ISCAPC. The Dean is very supportive of international studies programs and initiatives and is eager to assist the committee in its activities. Two items of special importance to the committee this year will be to clarify the relationship between the ISCAPC and the Educational Policy Committee (EPC), and to explore ways to assess study abroad programs.
2. The committee discussed the importance of assessing study abroad programs, which have not been carried out to date. A subcommittee (Campbell, Dessler, and Pratt) will begin to explore such issues as: ways to encourage students to submit their evaluations at the end of the program; the kind of information we need to know in order to assess these programs; instruments necessary to assess the programs; and whether site visits are necessary. The committee also reiterated the importance of receiving and deliberating on all resident director's program reports.
3. The committee discussed the general problem of curricular changes and what types of changes must go before both the ISCAPC and the EPC. Ed Pratt will bring this before the EPC. The committee also briefly discussed the assessment of the CFACs as part of the SACS accreditation process. David Dessler will look into this and report back.
4. The committee noted that it needs to clarify its authority over international programs that are not administered through the Reves Center, such as the major in Chinese Language and Culture and the minor in Italian.
5. The ISCAPC will meet bi-weekly.
6. The committee approved the selection of DiPaulo as Resident Director of the Florence program, contingent on further discussion of the content of the course he is planning to teach. It was agreed that the Reves Center will provide the DiPaulo an on-site assistant during the program.
7. No decision was made on the resident director of the Montpellier program, because the committee did not have a chance to examine the application and supporting materials.

8. The committee agreed that the deadline for summer 2006 program directorships would be set for March 2005.

9. The committee discussed the need for a web site to post minutes and documents. Ed Pratt will arrange for this to be done by his office.

10. The committee received a report on various Reves Center activities. [Mary: can we append it?]

The meeting adjourned at 2:53 p.m.

Submitted by,

Edward E. Pratt