

Minutes
International Studies Curriculum and Academic Policy Committee

October 13, 2005

Present: Arts & Science Faculty (Feldman, Eisele, Heacox, Koloski, and Cheng), Students (Biggs, Fujiyama, and Kuhagen), and *ex officio* (Peterson, Abegaz, Ghosh, McEachron, and Sonn).

Meeting began at 4:35 PM with Laurie Koloski, chair of ISCAPC, announcing the agenda for the day. The agenda items and the discussions or decisions are summarized below.

I. Minutes from the September 8, 2005 meeting

The minutes were approved as previously submitted.

II. Program assessments

Guru Ghosh provided an update on the current status of study-abroad program assessment. He noted, among other things, that (i) Program-director contracts will specify that ISCAPC and the Dean of International Studies will review student evaluations; (ii) faculty members with experience in teaching or directing study abroad programs will be recruited prior to or after completing work on a current W&M program to conduct program evaluation site visits of comparable programs while in progress; (iii) it is programs, not courses per se, that are evaluated; and (iv) there is a great need for a systematic, transparent procedure of program evaluation.

The Chair then distributed student evaluations of 10 study abroad programs for 2005 to the five elected A & S faculty members of the Committee (2 each). Faculty are to present their written reports on the results of the program assessment to the Committee by November 10, 2005.

The ensuing discussion brought up the following points. The ten programs are to be assessed every six years. This year two programs are slated for assessment: Prague (Czech Republic) and Siracusa (Italy).

Most importantly, the Committee felt strongly enough about a streamlined procedure for program evaluation that it established a sub-committee to look into the matter. The sub-committee comprises of Tom Heacox (chair), Sue Peterson, Guru Ghosh, Allison Biggs and Scott Kuhagen. Among other things, the sub-committee is to recommend a standard set of questions for assessing programs and to find ways of incorporating assessment of courses into the questionnaire. A preliminary report is expected by November 10 and the guidelines are to be finalized by the end of January 2006.

III. Department-based Programs

John Eisele provided an overview of the WM-led summer programs abroad. He distributed a handout on the profile of each of the ten programs.

He noted that, typically:

- Students take at least 2 courses.
- PDs teach one course and also manage the programs (except Siracusa).
- Course offerings include those taught by faculty from host institution (except Cambridge).
- Grades appear on WM transcript and are included in GPA.

Regarding the notion of “home department,” he observed that:

- MDLL has traditionally nominated or tacitly approved PDs for the 5 foreign language programs.
- The Prague program, though initially led by Economics, is now moving toward a multi-track program with History participating next year.
- The remaining programs are varied and not tied to a department; they are based on proposals by individual faculty.

John’s presentation triggered a lively discussion concerning the rights of “home departments” over overseas programs relative to those of other stakeholders (such as ISCAPC, individual faculty, and Reves). Upholding the principle that no department owns a WM study-abroad program, the Committee took the following actions:

1. A sub-committee was established to examine jurisdictional matters for all programs and to recommend appropriate policies that are designed to guarantee openness to all faculty, embrace site specificity, and ensure sustainability. It is also charged with recommending guidelines for memoranda of understanding involving department-led programs. The sub-committee is composed of John Eisele (chair), T.J. Cheng, Berhanu Abegaz, and Cosmo Fujiyama. Report is due by November 10, 2005.
2. In response to the request from the Economics Department for a MOU regarding the Prague program, the Committee requested the Economics Department to prepare a draft of the MOU for presentation to ISCAPC. Berhanu Abegaz will coordinate the drafting process on behalf of the Committee which must include consultations with the representatives of the Dean of FAS, Reves, and ISCAPC (Dean Peterson, Guru Ghosh, and Laurie Koloski).

The Chair closed the meeting at 5:30 by announcing that the next meeting will be held on October 27 at 4:30 PM in the York Room. The agenda includes the Barbados field school, and selection of program directors for 7 programs.

Respectfully submitted,

Berhanu Abegaz