

COMMITTEE ON INTERNATIONAL EDUCATION
Annual Report 2010-11

To the Academic Senate, Santa Cruz Division:

The Committee on International Education (CIE) met monthly during the 2010-11 academic year. Interim VPDUE and EAP Faculty Director Mark Cioc sat with the committee for most of the year, and Chair Bernardi represented the committee at the monthly UCIE meetings.

Early in the year, the interim VPDUE identified the need for UCSC to increase the number of international students coming to UCSC. There is a mandate regarding the number of international students each campus must enroll, and when we do not meet this target, the campus is fined. In these lean budget times, the campus cannot afford additional fines of this magnitude. CIE was enlisted to aid in international student recruitment efforts.

The interim VPDUE also expressed interest in launching more faculty-led summer study abroad programs, to generate much-needed revenue for international education. Building on work from the previous year, CIE worked closely with Associate Director of Programs Abroad, Lindsey Smith, on a draft of UCSC guidelines and procedures for proposing new Study Abroad Programs (See Appendix A). It is our hope that having clear campus guidelines in place will stimulate faculty involvement in the proposal and development of international study programs. These guidelines and a call for proposals (See Appendix B) were circulated to UCSC faculty in June 2011.

Respectfully submitted,

COMMITTEE ON INTERNATIONAL EDUCATION

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APPENDIX A

Guidelines for Proposing Summer Abroad Programs at UCSC

All UCSC-sponsored courses that are taught overseas should be reviewed both by the Committee on Educational Policy (CEP) and the Committee on International Education (CIE). If you are proposing a new course, course leaders must also submit the standard CEP paperwork for course approval, in addition to completing the UCSC Summer Abroad Program Proposal [<http://ieo.ucsc.edu/faculty-staff/SummerAbroadProposal.pdf>].

The following questions should be addressed in your proposal.

1. **Objectives**: What are the objectives of the program? Examples of objectives may include exploring academic subjects from a different cultural perspective, developing language competency, integrating alternative perspectives (e.g. cultural, methodological) into future academic work, obtaining field research experience, and many more.
2. **Implementation**: How will the program achieve the stated objectives?
3. **International advantage**: To what extent does the program utilize its international setting? Could the program objectives be achieved at UCSC?
4. **Location and Facilities**: Is the host institution or facility appropriate for the program? If interaction with locals is a program objective, do local conditions facilitate such interactions? Are living conditions safe for students? What specific cultural orientation will be given to the students? Are the resources adequate for the anticipated number of students?
5. **Academic integration**: Is the workload appropriate for the number of units offered? Is student performance assessment criteria similar to those of courses at UCSC? If the instructors are at other institutions, do they have a similar level of training to UCSC faculty? Can program components be used to satisfy major requirements? If the program includes courses that should be equivalent to existing UCSC courses or serve as prerequisites for existing UCSC courses, have the relevant departments been contacted to ensure that the syllabi and course expectations are sufficiently similar?
6. **Selection of participants**: Who is the target audience for this class? What is the optimal number of participants? Who will be eligible to apply for the program? On what criteria will students be selected?
7. **Familiarity with international protocols**: Have the instructors reviewed the UCSC International Education manual?

CIE, in collaboration with CEP, will be responsible for reviewing all UCSC Summer Abroad Programs. For further information on preparing a proposal, or to have CIE vet a pre-proposal, please contact the CIE Analyst, Stephanie Casher, scasher@ucsc.edu.

Program Review Protocol for Ongoing Summer Abroad Programs
Objectives of the Review Process

1. Assessment of the extent to which the program has met its stated objectives.
2. Evaluation of academic integration: equivalency with any corresponding conventional UCSC courses, utility as a prerequisite for other courses, satisfaction of major requirements.
3. Improvement of implementation: logistics, planning, etc.

Review Procedure

1. A Self-Study document should be prepared by the course leaders within a month after completing the course and should include the following elements:
 - a. Program description and history
 - b. An evaluation of whether the program achieved the stated objectives and how it could be improved.
 - c. Results of any existing prior assessments, both qualitative and quantitative.
 - d. Syllabi from courses offered.
 - e. Student orientation packet
 - f. Summary of student evaluations
 - g. Summary of any problems in the course and how those will be resolved in future offerings.

2. Review

The self-study will be reviewed by CEP and CIE before subsequent offerings. If concerns arise after the first offering, then a site visit may be necessary. If the review is positive, the program will move to a three-year review cycle, unless changing conditions warrant an earlier review.

APPENDIX B

UC Santa Cruz Summer Abroad Programs Request for Faculty Proposals

The UCSC Division of Undergraduate Education invites all faculty to submit proposals to lead a UC Santa Cruz Summer Abroad Program for Summer Session I and Session II, 2012.

What are Summer Abroad Programs?

UC Santa Cruz Summer Abroad Programs are specialized international study opportunities. Faculty will teach (and/or oversee the instruction of) 2 courses totaling at least 6 units during 5 weeks. These courses can be lower or upper division. They may be modified versions of existing courses or entirely new courses. Class size will range between 15-25 students depending on pedagogical factors and student demand.

Where can I teach a Summer Abroad Program?

Faculty may teach Summer Abroad Programs almost anywhere in the world. Although Western Europe is a highly popular destination for programs abroad, faculty are encouraged to consider less traditional locations such as Africa, Latin America, or Asia. Countries or regions with a U.S. Department of State Travel Warning are not allowed for UC Santa Cruz Summer Abroad Programs.

Working with Study Abroad Providers

To enable faculty to focus on teaching, rather than the logistical arrangements for the program, we prefer to partner with study abroad program providers with an established track record of successfully managing all logistics, such as arranging for classroom space, excursions, local transportation, housing, and events. Providers are responsible for health and safety services, including ongoing monitoring of local security issues, assistance with evacuation in the event of a natural disaster or terrorist attack, and coordination with insurance companies, local physicians, hospitals, as well as family members in the event of a student or faculty medical emergency. A list of location options with experienced program providers is appended.

In locations where private study abroad providers are not available for on-site support, it is the responsibility of the faculty, in consultation with International Education Office staff, to ensure that all in-country logistics are arranged.

How do I apply to teach a Summer Abroad Program and what are my responsibilities?

Because it takes a substantial amount of time to develop a new Summer Abroad Program, faculty interested in developing a new Summer Abroad course for 2012 should provide an initial proposal form by July 1, 2011 to Lindsey Smith (lsmith@ucsc.edu). A detailed program proposal with course descriptions and draft syllabi will then need to be submitted by September 1, 2011. The UC Santa Cruz Senate Committee on International Education (CIE) will review all submissions and successful proposals will be put forward to study abroad providers for a competitive bidding process to maximize quality services at affordable prices. Faculty must obtain the approval of their department chair and dean as well as comply with all departmental

course approval procedures in order to direct UC Santa Cruz Summer Abroad Programs. New Summer Abroad Program courses require CEP approval.

Factors that will be considered in reviewing proposals include academic rigor, effective integration of the host country into the course curriculum, and diversity of academic scope and geographic location. We welcome participation by a broad range of disciplines as we would like to provide courses that appeal to a wide range of students.

Faculty proposing a new Summer Abroad Program should be in communication with the International Education Office (IEO) and CIE during the summer before the initial offering of their program, to respond to and revise their submissions in response to providers' questions or specifications and budget parameters. Faculty are required to submit a final syllabus in September 2011 and, in collaboration with IEO staff, to begin actively publicizing their program and recruiting students at UCSC as well as other UC's and non-UC schools. IEO staff will assist program directors in preparing and presenting one or more information sessions during the Fall and/or Winter quarter, sending multiple targeted E-mail campaigns, and developing other marketing strategies, including contacting colleagues at other universities to recruit students.

The program director will teach or oversee the teaching of all courses. They will be responsible for the academic rigor of the program; they will grade all students, collect program evaluations, and post academic grades conforming to University guidelines. Because of the small class size of 15-25 students, there is no funding for TA support.

The program director will submit all financial documents for pre-approved expenses to the International Education Office for reimbursement.

What is the Faculty Compensation?

Salary is determined by the UCSC Summer Session Office in conjunction with the UCSC Academic Personnel Office and is commensurate with faculty appointment and rank. Compensation also includes round-trip coach airfare from San Jose/San Francisco, housing, meals, entrance fees for course-related excursion sites, local transportation, and international health insurance.

If you wish for others to accompany you (partner, family, etc.), you must pay all associated costs, including meals, excursions and entrance fees for those individuals. Please indicate if somebody will accompany you.

How do I learn more about UCSC Summer Abroad Programs?

Interested faculty are invited to learn more about Summer Abroad Programs from the Associate Director for Programs Abroad, Lindsey Smith, lsmith@ucsc.edu, (831) 459-2561.

Potential Locations for Summer 2012

Please note that all locations are subject to change based on the geopolitical and security situation in the country, as well as the availability of a study abroad provider to handle logistics.

- Argentina - Buenos Aires, Córdoba
- Australia - Cairns, Canberra, Darwin, Gold Coast, Melbourne, Perth, Queensland, Sydney

- Austria - Vienna
- Belgium - Brussels
- Brazil - Florianopolis
- Cambodia - Phnom Penh
- Chile - Valparaiso, Viña del Mar
- China - Beijing, Kunming, Shanghai
- Costa Rica - Heredia, San José
- Czech Republic - Prague
- Dominican Republic - Santiago
- Ecuador - Galápagos Islands, Quito, Riobamba
- France - Aix-en-Provence, Grenoble, Nantes, Paris
- Germany - Berlin, Freiburg
- Greece - Athens
- Hong Kong
- Hungary - Budapest
- India - Delhi, Hyderabad
- Italy - Florence, Milan, Rome, Siena, Venice
- Ireland - Cork, Dublin, Galway, Limerick
- Japan - Tokyo
- Jordan - Amman
- Mexico - Guadalajara, Guanajuato
- Morocco - Meknes, Rabat
- Netherlands - Amsterdam
- New Zealand - Auckland, Christchurch, Wellington
- Panama - Panama City
- Poland - Krakow
- Peru - Cusco, Lima
- Qatar - Doha
- Russia - St. Petersburg
- Singapore
- South Africa - Cape Town, Port Elizabeth
- South Korea - Seoul
- Spain - Alicante, Barcelona, Bilbao, Cádiz, Granada, Madrid, Malaga, Salamanca, San Sebastian, Santander, Sevilla, Valencia
- Thailand - Chiang Mai
- United Arab Emirates - Sharjah
- United Kingdom - Cambridge, Leeds, London, Newcastle, Oxford, Reading
- Vietnam - Ho Chi Minh City



**UCSC SUMMER ABROAD PROGRAM PROPOSAL
SUMMER 2012**

I. Program Information (Program must include two courses, totaling at least 6 units.)

Program Title _____

Course #1 _____

Department

Course Number

Title

Number of Units

Course #2 _____

Department

Course Number

Title

Number of Units

Country & City _____

(and Host University, if applicable)

Would you be willing to teach at an alternate location, if necessary? Yes No

If yes, where (countries/cities)? _____

Which term will you teach the Summer Abroad Program? Summer Session I
(June 27-July 30)

Summer Session II
(August 1- September 3)

Are either of the proposed courses currently offered through UCSC? Yes No

If yes, please provide current department, course number(s), and title(s) _____

If not, has CEP reviewed? Yes No

Do either of these courses fulfill General Education, Major, or Minor requirements? If so, which one(s)? If the courses are equivalent to existing UCSC courses or serve as prerequisites for existing UCSC courses, have the relevant departments been contacted to ensure that the syllabi and course expectations are sufficiently similar? Please be as detailed as possible. (Attach additional page if necessary.)

II. Program Description

On a separate document, please describe the following elements of the proposed UC Santa Cruz Summer Abroad Program you would like to teach.

1. Course descriptions and draft syllabi.
2. Describe the objectives of the program. Examples of objectives may include exploring academic subjects from a different cultural perspective, developing language competency, integrating alternative perspectives (e.g. cultural, methodological) into future academic work, obtaining field research experience, and many more.
3. How the program will achieve stated objectives.
4. How the academic content relates to chosen location and how the site will be utilized in the courses.
5. Relationship of host institution/facility to program objectives. If interaction with locals is a program objective, do local conditions facilitate such interactions?
6. Safety in chosen location. Are living, studying, and traveling conditions safe for students? What cultural orientation will be given to students pre-departure?
7. Preliminary list of program excursions and cultural visits. Rank in order of importance. Excursions must directly relate to the course material and be academic in their focus.
8. Instructor's international experience (teaching, research, travel, etc.), group leadership, and language skills relevant to the chosen site.
9. Detail how you will assess student performance in the courses (e.g., readings, group projects, exams, presentations, papers, journaling). If the host institution will provide the course instructors, do they have a similar level of training to UCSC faculty? Are the workload and

student performance assessment criteria of the host university similar to those of courses at UCSC?

10. Do the courses you are proposing to teach have pre-requisites? If so, please list them.
11. We follow the standard UCSC procedure for course approvals. Please indicate if your department or unit has special course approval processes and timeline. You will be responsible for identifying these and notifying the IEO in writing in this proposal.
12. Who is the target audience for this program? Who will be eligible to apply for the program and on what criteria will students be selected for participation?
13. List the anticipated weekly class schedule (e.g., Monday-Thursday 9:00 am - 1:00 pm).
14. List any equipment or resources needed for your courses. *(Not all facilities overseas are equipped to the same standards as UCSC. Faculty should be flexible in their need for technology and labs and have alternatives in mind. Also, not all sites provide access to extensive library facilities in English; so consider how you would bring course materials for students. This might include a CD with articles, a web site, or a photocopy packet.)*
15. If you are aware of departmental or other scholarship resources for students who will enroll in the Summer Abroad Program, please include them. Be sure to list the amounts of each scholarship.

III. Faculty Information

Name _____

Campus Address _____

Academic Appointment & Rank _____

Department & Division _____

Email _____

Office Phone _____ Cell Phone _____

Email _____

What is the best way to reach you? _____

Will you be on campus or in Santa Cruz for the 2011/12 academic year? ___ Yes ___ No

If no, please indicate when you will be away. Will you be able to hold information sessions on campus during the Winter 2011 quarter?

Will you be on campus during the Fall 2011 quarter to assist with publicizing your program?
_____ Yes _____ No

How do you plan to publicize your program?

By submitting this proposal, I agree to follow all policies and procedures of the UCSC Summer Abroad Program and the UC Regents.

Signature

Date

IV. Departmental Approval

Department Chair Name _____

Department Chair Comments _____

Department Chair Signature

Date

V. Divisional Approval

Dean Name

Dean Comments

Dean Signature

Date