CIE Meeting Dates 2020-21
All meetings are Tuesdays, 12-1:30pm
Due to COVID-19, we will begin the year (fall 2020) meeting via Zoom. Updates on winter and spring meetings will be sent out as they become available.

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<th>Fall 2020</th>
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June 25, 2019

iVPGE Richard Hughey
Chancellor’s Office

RE: CIE Recommendations for Faculty-Led Study Abroad Decision Communication

Dear Richard,

During spring quarter, the Committee on International Education (CIE) discussed the Faculty-led Summer Study Abroad review process. In particular, the discussion focused on how best to insulate CIE and its Chair from potentially time-consuming and emotionally charged back-and-forth between course proponents regarding proposals that are “not recommended” by the committee. Committee consensus was that a small change in the way decisions are communicated to the instructors might remedy this situation.

Outcomes of CIE Review
The committee agrees with GE/Study Abroad that course proponents should be notified about the outcome as soon after the conclusion of CIE review as possible. The committee also agrees that this notice is best transferred to the instructor in formalic response from you as iVPGE. This mode of conveyance provides transparency regarding CIE’s role in the Study Abroad course approval process. One format suggested by the committee might be as follows:

Recommended:
[Text of CIE Review]

The Study Abroad staff concurs with CIE review and will now proceed with a detailed evaluation of [Study Abroad to insert language here]

Not Recommended:
[Text of CIE Review]

The Study Abroad staff concurs with CIE review and will not proceed with its detailed review during this development cycle. CIE and the Study Abroad office appreciate your effort to provide meaningful study abroad opportunities for our students. Study abroad and CIE held workshops during the fall quarter and would be happy to discuss strategies for creating a successful proposal at that time."

Outcomes of Final Study Abroad Review
CIE would like to ensure that all correspondence from this process becomes part of the durable Academic Senate record. To this end, CIE recommends that the results GE/Study Abroad review and final decisions be transmitted to the Senate as a formal memo from your office.

Sincerely,

Jeremy Hourigan, Chair
Committee on International Education

cc: AVP George
Study Abroad Director Michel
CCI Chair Aso
Senate Director Mednick