

**Advisory Committee on International Studies  
Meeting notes December 8**

**In attendance:** Marie alice Arnold, Cori Filson, Deb Hall, Kate Leavitt, Leslie Mechem, Rajesh Nagarajan, Mary Beth O'Brien, Patricia Rubio

**Agenda items:**

Cori asked the committee what they thought of joining as a pilot program? The committee had thought about this at the last meeting. The information gathered from the NSE and peer institutions would still be speculative information. A pilot program would allow us to gather information on the program within the Skidmore context. The committee agreed that would be an appropriate tack to take. A duration of three years as a pilot would be good. Cori will rework proposal as a pilot program.

**Affiliation Guidelines**

The committee approved the guidelines distributed earlier. Cori asked what would be the best way to disseminate them. It was determined that the best route would be through the Chairs and Directors list. OIP will also share the guidelines with faculty that have asked about adding new

Items from the website that they feel could be implemented at Skidmore are the Global Ambassador program, a program that would pair study abroad students with international students, a yearly workshop on doing research and internships abroad, a foreign service workshop, an annual journal with student perspectives, Global visions (photo contest), and how to make a physical space and “Away Café/Abroad View” somewhere for students to share experiences. They also recommend promoting more work with Academic Festival.

### **3. Site Evaluations**

The Committee felt the site evaluation workshop should not include too much talk. They recommended three hours: an overview of type of evaluation, logistics, expectations, reports review followed by a panel of faculty who have completed evaluations, followed by a question and answer session.

The workshop should take place in February since the earliest evaluations could take place during spring break with the second group in summer. Before the visit we will need to determine what visits and who will be doing them. Need tentative list by end of semester. A call for nominations will then have to go out to Chairs and Directors. ACIS will review the nominations.

### **4. Spring agenda**

The Office of International Programs would like ACIS to add to its spring agenda a review of OIP’s mission statement. The mission statement of OIP was written during the creation of the office. Now that it has been functioning for over five years it would be a good idea to revisit the statement. The ramifications of domestic exchange need to be considered. The Office has also become more reactive. Work is thrown at the office with out time to evaluate or prioritize it against the office goals. A new statement would help establish the role of the office on campus.