



COOPERATING RALEIGH COLLEGES

CRC Study Abroad Coordinators Committee Minutes

Meredith College, Science & Math Building 175

Friday, January 27, 2017 10 a.m.

In attendance: Adair Robertson, William Peace University; Nikesha Rollack, Shaw University; Jeff Myers, Wake Tech Community College; Brooke Shurer, Meredith College; Kanton Reynolds, Saint Augustine's University; Kevin Feeney, NC State University; Jenny Spiker, CRC Director. (See attached list with titles and contact information.)

Welcome and Background: Jenny Spiker welcomed the group and gave some background on Cooperating Raleigh Colleges and how this group fits the mission, goals and programs. She said that one of the key CRC committees, Chief Academic Officers, suggested that we convene this group. It has been several years since this cohort has met. The goal for today was to speak to the following:

Questions for study abroad coordinators from Chief Academic Officers:

1. What are some of your office's "best practices" that you use to (a) recruit and support students to participate in study abroad, (b) manage logistical challenges associated with study abroad, and (c) manage and mitigate institutional risks associated with study abroad? How can CRC institutions share these best practices more effectively with each other?
2. How can CRC institutions combine their efforts in study abroad in ways that might reduce under-enrolled programs or duplication of effort in the same country?
3. What approaches has your institution used to reduce some of the logistical and financial barriers that many students experience when they consider study abroad? Are some of these strategies ones that CRC institutions could implement together or partner with each other to implement more effectively?

Reports from each member:

Adair Robertson, William Peace:

--This is her 2nd period of doing international studies in addition to teaching math.

--She would like help with exploring and planning semester long courses.

--She worries about expenses for many of the programs.

--She would like to know about some piggy backing opportunities with the other colleges.

--WPU has two summer programs: one with Wake Tech in Mexico's Yucatan Peninsula that Peace has done for 22 years, and the other one in Japan with an emphasis on simulation and design. They use EF Tours for some of their programs and have had good luck with them.

--They also have a donor fund to help students with expenses. It provides about 20% of their costs.

Kevin Feeney, NC State:

--He works primarily with study abroad programs and in particular with the faculty in the engineering and textile programs. One of their main programs is in Namibia.

--Their summer programs are open to students from other colleges, but they like to have at least 50% from NCSU.

--Among their current semester programs are those in the UK, Ireland, Germany, Netherlands, Belgium and New Zealand.

--He would like to communicate with the other college coordinators about where there are needs for students and programs.

Nikeshia Rollack, Shaw University:

--She is in the planning stages of creating a study abroad program. They've had students do study abroad on their own but now they want to organize it through the university.

--They are working on 10-day excursions for this summer or next fall.

--She is very interested in learning from this group.

--The third party they are working with is Diversity Global.

Kanton Reynolds, Saint Augustine's:

--He has been at Saint Augustine's for a year and a half and is also head of the business department.

--SAU is reinvigorating its study abroad programs by continuing its Confucius Institute for China trips, trips to Paris and London (with a fine arts emphasis), a 10-day trip with Anglo Educational and a trip to Cuba after graduation.

--This year they have trips to China, London and Paris (after the semester ends) and to Cuba every other year. They've used Global Academics as a partner.

--They are also developing agreements with overseas schools, including a Columbian university.

--They've started a fund to raise money for the programs and are working on an agreement with financial aid people.

--They are pushing students to apply for Gilman funds. The Gilman Scholarship Program is an undergraduate grant program for U.S. citizens of limited financial means to enable them to study abroad, (Kevin added that he has some ideas about Gilman funds and will send it out to the committee members.)

--He is interested in filling programs and sharing opportunities.

--He is also interested in HTH insurance. (Kevin says they use HTH insurance. He said there's also another kind you can use and he knows a source for 30-40 companies that provide insurance. Brooke added that Meredith uses CISI insurance--\$30 a month --and really likes it.)

Jeff Myers, Wake Tech:

--He has been at Wake Tech since 2010 and also is an assistant professor in business.

--He studied abroad as a student and has traveled overseas a lot so he asked to start a study abroad program at Wake Tech.

--Wake Tech has a big study abroad program for a community college, currently with 14 trips including Cuba, Iceland, Canada, and Salzburg, Austria, where he was a study abroad student.

--They have a Japanese culture program for three weeks in Osaka, Japan.

--They have no trouble filling their programs and in fact have to turn people away so he is often looking for other programs for their students.

--Now his biggest priority is in developing a coordinator position because he can no longer do all it takes to coordinate and teach full time. He wants ideas from the other schools for developing that position.

--He talked about the ways he markets their programs, including going to classrooms for 5 minute pitches, setting up information tables on their campuses and using social media.

--He hadn't worried about insurance and scholarship aid so he is interested in what the others have learned about that.

--He said the program he is most familiar with is the one in Salzburg, which is open to students from other colleges and is extremely cost effective. If students from the other CRC colleges want to be involved he thinks he can get them the Wake Tech price.

Brooke Shurer, Meredith:

--She has been at Meredith almost four years and before that worked in the state university system (UNC and NCSU).

--Their team has four people working with both study abroad and international students.

--Meredith has a student ambassador program that she would be willing to share information about with the committee members.

--Meredith has a study abroad peer ambassador program that she would be willing to share information about with the committee members.

--She said about 25-30% of Meredith students do some kind of study abroad.

--They have relationships with 3rd party programs but also have programs that are run by faculty members.

--They currently have 10 summer faculty-led programs and a year-round semester faculty-led program in Italy.

--One of their main programs is in Sansepolcro, Italy where they now have their own site. It has year-round programming and they have been involved there for about 25 years.

--All of their faculty-led programs are open to other schools—especially the Italian ones. Meredith can offer CRC schools a special rate on the semester program.

--Their semester programs in Italy are female only; others may be co-ed.

--Some of their programs have a gen ed emphasis and others are major specific.

Questions and Discussion Topics:

--**Finding funding**--Adair to Kanton: She asked him how they get money as Peace is trying to figure it out for their summer programs. Kanton said they used to make it work through a Maymester but now they don't have that. Brooke said they have a spring course that extends into the summer so can use financing that way. Kevin said they have been doing something similar, but they now have some issues with that so it's been taken off the table. Brooke said Meredith has some seminars to help students develop funding.

--**Working with financial aid**--Nikesha asked how others found working with financial aid people related to funding. Kanton said they've worked on it a year and financial aid officers often saw it as money coming out of the college funds, and he said some of his students found some other ways to raise money. Several people suggested the Benjamin Gillman Scholarships for students from diverse backgrounds.

Position description--Jeff wants a job description for the person responsible for the trips and to do outreach, logistics and financial aid. Adair also wants that. Several people said they'd send their job descriptions.

Passports--The Shaw president is starting a funding program for passports. And NC State now has a passport office on its main campus in the Witherspoon building. It's open to people in the community, and many of the members thought it would be very helpful for their students. **One suggestion was to create a special passport day for college students.**

Due diligence and site visits--Kanton asked how the others do due diligence for sites. Jeff said it's always good to go to the site and/or to get referrals. Not everyone scouts every site. Nikesha said they have sometimes gotten funding for site visits. Brooke reminded them that Meredith could help fund site visits for their Italy site. Kevin said they are revising

their checklist and best practices and he'd check on sending information on that process. Several people said one of the benefits of using providers is to help with due diligence. Adair said their CFO requires contracts.

Best practices—Brooke said Meredith is developing a workbook (checklist) for site visits and it's important to have a safety assessment document. NCSU has something similar.

Study Abroad fairs—Meredith has a study abroad fair in September (held outside); NC State has an all-day event in mid to late September, and they could have other colleges present their programs if they are open to others.

Other marketing ideas--Involve parents in attracting students—Jeff said they stress getting parents to come to the campuses to learn about the programs—once a month at Wake Tech. Other colleges do it through phone calls with parents. **Websites and social media**--What put on website? Wake Tech and Meredith use their website, and several schools partner with their college wide social media staff in the marketing offices.

Some organizational resources:

NAFSA: Association of International Educators <http://www.nafsa.org/>

NCAIE: North Carolina Association of International Educators <http://ncaie.org/>

SECUSSL: A listserv for Education Abroad Professionals (Several members said to use only the digest form.)
<http://wings.buffalo.edu/intled/secussl/index.htm>

The Forum on Education Abroad: <https://forumea.org/training-events/annual-conference/general-info-2/>

Wake Forest University Forum should be WISE Conference, <http://global.wfu.edu/global-campus/wise-conference/>

OSAC: Overseas Security Advisory Council Kanton is hoping to go to their conference in late March at William and Mary

STEP: Smart Traveler Enrollment Program. A place to register students for safety

HTH Insurance: <https://www.hthstudents.com/>

Gilman Scholarships: <https://gilmanapplication.iie.org/>

Next Steps:

- Meet again in the fall around Labor Day.
- Keep in regular touch by email, phone and in person. Each person had some resources to share by email.
- Invite people from the other campuses to study abroad fairs and let them know about upcoming trips.

--Submitted by Jenny Spiker

