**Global Learning Committee**

**10/22/2021 Minutes Draft 1**

**Present:** Sue Mach, Sue Goff, Jen Bown, Michael Patterson, Kerrie Hughes, Carol Dodson, Martha Bailey, Melissa Padron, Jane Forbes, David Plotkin, Irma Bjerre, Ernesto Hernandez

**Not present:** Abe Fouhy, Tom Sonoff

**Start: 12:00**

**Adjourned: 1: 30**

**Next meeting: November12, 2021**

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| **Topic** | **Discussion** |
| **Marketing**  **Challenges relate to COVID restrictions** | Challenges due to different requirements in different countries… how do we recruit and provide accurate information? Complicated taking deposits and then have to cancel trips.  From other programs and 3rd party vendors: “we are required to follow vaccine mandates of the country we are travelling through.”  Need to be transparent with students re possibilities of cancellation or postponements of trips  Trips cannot be mandated to meet SLO’s for the class – there must be other options to meet SLO  Timing around cancellation of trips – students counting on using trip experience to meet SLO  Cancellation should be before beginning of the term to give adequate time to plan alternative class(es)  Consider when planning trip – create contingency plan for education if trip cancelled – could use virtual exchange programs  Airlines: If purchase ticket and trip cancelled, what happens? Can they get money back or credit? With things opening up more, airlines are changing policies so need to be careful about reservations – Should check with Ida to see if she has information about travel cancellation. For some airlines ticket must be used by person whose name is on the ticket –  Airlines now have a menu for choices and the cost increases dependent upon passenger choice  Provider: Need contingency plan with provider should students have paid then trip is cancelled. Important that the provider can respond to unexpected, emergencies.  Trips are going to be more expensive due to all of the risks and increasing cost of travel insurance  Contingency plan if in country and variant arises and borders suddenly close… how do you exit all the travelers – would insurance cover emergency evacuation?  What if faculty not be able to travel due to sudden COVID + test… do we have back-up faculty who can go? If this changes the faculty/student ratio… what would happen? We should consider back-up faculty for any trip – Backup should be arranged well ahead of time so that they can have their schedule clear, current passport etc. |
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| **France Trip** | Ernesto called the French Institute in S. France this morning… trip changed in terms of eliminating host families… better to have studio space for students… may or may not increase cost.  Contact at the French Institute asks that the trip be moved up by one week… i.e. one day after the end of the term… complicated for getting grades in, but the credits would be applied to spring term – do pre-work and complete abroad. Getting the grades in a little late was ok on previous trips… can give an incomplete and then change immediately.  Students graduating would miss graduation which could be important for some students.  Leave Oregon on Friday? Be in class in France on Monday?  Go to Barcelona on the way home instead of at the beginning of trip –  Financial aid: Week in-between terms aid is for term that is ending… many students do not take classes in summer anyway…  Marketing for France needs to start immediately – PCC planning to run trips next summer but the numbers of students planning to travel is down by 50% so even more important to start marketing.  Another consideration is seat load for the classes – if do not meet required number of students needed to travel. Ten would be the absolute minimum … Perhaps limit the number of students this time? 15 max? Have to consider the provider requirements for student numbers/faculty.  Ernesto will find out if students can make direct deposit to the French Institute.  Have to consider international credit card fees – cheaper if the deposit was one sum, but easier if students could do direct deposit to the Institute.  Kerrie and Ernesto will finalize posters and start marketing for France trip. Ernesto will get the current quote for the cost for the institute. |
| **Ireland Trip** | Who can replace Carol D for Ireland trip in December 2022? We do have a contract for 4 faculty including HS students – brochure mentions that there is a Global Health component to trip – Carol to find out if anyone in HS interested in traveling. |
| **Application for travel and refundable amounts** | Some amount of deposit should be non-refundable… Some providers have a non-refundable fee. |
| **Foundation Involvement** | Sara Dier will attend any meeting where we are discussing fund raising.  Sara will get back to us re changing the name of the GLC fund.  Include Sara on all GLC meeting invites but Sue can reach out if there is a specific meeting Sara should attend. |
| **ASG Member** | ASG meeting this week and will find a student to be on the GLC committee |
| **Associate Faculty GLC Members** | Confusing as some associate faculty are representing departments and the department would pay… if the member is the representative of the PT association, they are paid. Some PT volunteer to attend and are not paid. Investigate if Jane Forbes can be paid since she will be travelling at some time. Jane is planning to go on the faculty trip in February. Hopefully another faculty can go… ? invite someone from administration. Reach out to Tim Cook, David Plotkin, Sara Dier, Beau, Lars Campbell, a CCC board member and let them know about the February 17-23rd faculty Ireland trip… nice if one of them can go on trip….. |
| **International Week** | Beau wants to be involved but Multi-Cultural budget very limited – can the GLC contribute a small amount of money for a Virtual guest for International Week in February… Irma will do some research on budget… Could the Multi-Cultural center do something on France and Ireland which would increase awareness about the planned trips. Possibly invite Niamh to do a 1-hour virtual presentation on Ireland… Jane offered to film some things when she is in Ireland in February that would be specific for CCC. Could we have professional tour guide do virtual presentation on ???? city in S. France. GLC could pay for both of these virtual presentations….  Possible that a student on a trip could film while travelling to be used for future advertising…. Good PR as is student driven - |
| **Institute Of Ireland** | Niamh sent email with links into some of her presentations that we might want to use … Only costs $50. How can we market this to students? Sue will forward the email to GLC committee members. |
| **Learn from Travel** | They have sent references and information about their organization to see if we want to use them as a provider – GLC members to review and vote at next meeting if we want to use them… Martha will see if PCC has used them before. |
| **100% Virtual Programs** | PCC currently using and likes SIT for virtual trips… currently doing a live virtual exchange with Kenya for a public health class. API is another company to investigate. Class is presented remotely- small fee ? $100.00 |
| **GLC Members** | Kurt has not attended for long time so ? remove Kurt from GLC committee. Reach out to Abe to see if he will attend again… |