

Global Learning Committee Meeting 01/13/2023

Members present: Jennifer Bown, Kerrie Hughes, Stefanie Diaz-Zavala, Sue Mach, Ernesto Hernandez, Martha Bailey, Michael Patterson, Irma Bjerre

Meeting Notes:

Ireland Trip Updates/Feedback:

- Good trip overall! Except for some weather and health issues
- New protocols should be added to future trips: *Bring COVID-19 self-tests, motion sickness pills*
 - Group missed a couple of scheduled programmed activities due to inclement weather
 - 10 out of 30 individuals got COVID during the trip (Quarantine protocols need to be thought about for future trips- insurance, quarantine hotels, additional costs?)
- Ireland 2023 is approved- Kerrie will be leading the group
 - Lucas Hann, Nora B., Eric Lee and Kerrie Hughes will be the four faculty going (Will work on dividing leadership and other roles for the upcoming trip)
 - Ireland 2024 needs to get started/Costa Rica (Summer 2024) as well

France trip Updates:

- Ernesto will begin collecting deposits from students by Feb. 3rd.
- Information sessions were not clear when posted- no hyperlink, no flyer, no info. about location
 - Ernesto has reached out already to get those things fixed
- Information session will be next Friday, Jan. 20th
 - Program fees for 2022 will be shared unless an updated programs fees document is sent before
 - Will be recorded and shared out for other prospective students/community members to view if they were unable to attend the session
- Contact person in France is now different (Timely communication has been an issue)- no update about program fees for 2023
- Program dates are 95% set
 - Flight date still being determined based on cheapest price
 - 2 nights in Barcelona- looking at a hostel to stay while they wait to start the program
- The organization coordinating the program needs to be paid by March
- Study abroad posters were hung up around campus (PDF flyer was shared electronically to GLC members during the meeting)
- Advise for this trip:
 - The waivers need medical insurance proof when sent over
 - Collect vaccination cards closer to departure date and check them
 - Waivers need to be signed physically (no electronic signatures)
 - Check the handbook and go over checklists
 - Suggestion: Google Drive should be created for Study Abroad trips to collect documents and share documents with different departments (Kerrie is working on putting this together)

Forum on Education Abroad/CIBER grant:

- We got the grant! Membership was free and the upcoming conference in Seattle will be free for anyone who wants to attend.
- Sue Mach was able to attend the first introductory workshop
- Kerrie, Sue Goff, and Sue Mach are the current people attending the workshops.
- Jan. 17th, Feb. 2nd, Feb. 23rd. -Upcoming workshops (Info. related to each workshop might be emailed out by Sue)
- Sue Mach reached out to Charlie from Manufacturing tech. to encourage students to study abroad and connect with Workforce Dev.
- Martha will be attending the conference virtually

Deposits for future trips:

- Sue Mach would like to schedule a meeting to discuss the money issue/deposits with David, Jeff, Ernesto, Kerrie, and Jen. Transparency about the deposit process and how it needs to be improved.
- Timing and deadlines need to be urgently discussed.
- Request a company credit card for GLC for deposits, emergency funds during trips, petty cash, etc.
- Sue Mach will be contacting the Foundations office about the reimbursement for Jen

CLERY report:

- Sue Mach will forward the email/reports to Jen to get them turned in

Future topics to discuss:

- International week
- Professional development- How can we include more international opportunities (for non-faculty staff) in their professional development plans?