

Global Learning Committee-

Members present: Sue Mach, Jennifer Bown, Kerrie Hughes, Stefanie Diaz-Zavala, Sue Mach, Ernesto Hernandez, Martha Bailey, Michael Patterson, Jane Forbes, Haley Stupasky

France Trip Updates:

- Program site: Perpignan University
- Received an updated quote for the program; Can be paid one month before the program starts.
- Ernesto will request money from the Foundation (\$700-800+) for transportation and accommodations; committee will be needing to approve this.
 - Have money in our Foundations fund and should be able to approve that.
- An incidental fees fund is in the works to help offset any misc. costs
 - Fee will be connected to Community Ed. course
 - Ireland will be the first program set this way
- Ernesto will be completing form for next year's France Trip
 - Second faculty will TBD since Kerrie will be in Costa Rica next summer

Costa Rica Trip Updates:

- Info. session at 11am next Friday for the trip
- Poster was created and website was updated to include information about the trip.
- Students and community members are very interested. This trip is anticipating to fill up-20 spaces available

Ireland 2023:

- Information session at 2pm next Friday for the trip
- Flyer is done
- Classes are set up for the trip
- Nervous about enrollment; marketing will need to be aggressive to get participants
- Five \$200 scholarships will be given instead of the golden ticket idea
 - Lower enrollment from 40 to 35
 - Application format to select students for the scholarships
 - If we don't do golden ticket raffles, how will we make money?
 - Golden ticket have raised up to \$3,000 in the past (Opportunity drawings)
 - Might look into the idea of finding donors that could help fund the trip (yearly donation)
 - Will ask for tuition vouchers to help students take the class for free

Italy Trip:

- Laurette was not present for any updates on the trip

Future Trips:

- Capstone project trip to Puerto Vallarta for Intensive Spanish course students in the summer
- Trip to Japan (dates TBD)- Ernesto
- London Trip

Website Update:

- Website was updated with photos and information
- Pages for each of the trips was included (All trip information was included)
- Jen and Kerrie will include itinerary for the Costa Rica trip
- Kerrie is working on a Google Drive to collect all documents from all participants going on the trips.
 - Photo release
 - Travel Waiver
 - Scans of their documents (Google drive or Drop box ??)
 - Kerrie will connect with Daisy to see how they can set up a secure way of collecting documentation
- Kerrie will create a checklist for participants to help them through the process

Forum Conference Report:

- Kerrie and Sue attended the conference in Seattle. They were able to attend many workshops. Martha attended the conference virtually.
 - Learned how to manage conversations with students (e.g. marijuana for anxiety)
 - Cultural assessment on privilege
 - Global Warming and Travel- How to offset the carbon footprint when you travel
 - Connecting with indigenous communities when students travel

Divide and Conquer Plan:

- Fundraising Group
 - Michael, Jen, Haley, and Kerrie
 - EF Tours does a GoFundMe for their trips (possible set-up for our trips).
 - Ireland and Costa Rica will explore this idea to collect funds for the trip (Kerrie and Haley will set that up).
 - Team meeting will be set up next week- Kerrie sent out an invite to group members.

GLC International Travel Handbook Review:

- Sue made edits to the timeline procedures and included links to all the necessary and required documents.
- Rec. adding "keep updated First Aid/CPR training for faculty"
 - Faculty might get reimbursed for training time/hours
- New passport information was included- Moved to 1-year timeline section (new passport can take up to 9 months to process).
- Added an additional step under 6-9 months: Lead faculty will lead informational sessions and will begin recruitment and outreach to recruit participants.
- Added photo release to the list of requirements.
- Additional step was added: Faculty will receive CLERY training.
- Under two-weeks before the trip- List of documents for faculty to carry on the trip was included.
- Information about the CLERY report upon return needs to be updated with the new contact for Public Safety (Dennis Marks).

- Information about travel insurance was updated.
- Handbook needs clarification on minors that might attend one of the trips. Rephrased section to include approval will be dependent on the CCC administration. (case-by-case basis).
- Information about incomplete grades was clarified so that it doesn't affect student's financial aid or classes.