

Meeting Date: January 23th, 2026**Meeting start:** 12:02 pm **End:** 1:36 pm**Global Learning Committee-**

Members present: Kaiwen Amrein, Keely Baca, Martha Bailey, David Badstubner, Jennifer Bown, Stefanie Diaz-Zavala, Ernesto Hernandez, Kerrie Hughes, Patricia McFarland, Almir Methadzovic, Anne Mary Nash Haruna, Michael Patterson.

Meeting minutes:

Approval of meeting minutes from 1/09/2026- *motion to approve*

Welcome & New member introductions:

Brief introduction from all members.

General Updates:

- The committee webpage has been updated with new membership and recent meeting minutes.
 - Kerrie will check in with ASG to see if they still have a student representative who can continue attending our meetings.
- Our CCC Study Abroad webpage has been updated to add upcoming information session dates.
- The Weebly webpage has also been updated.
 - Information about Ireland 2026 has been added to the site with all of the trip details, information sessions, and contact information.
- Kerrie is working with IT to create an F: Drive to store all of our GLC documents and move away from the Google Drive.
 - Once it is created, all documents will be transferred, and folders will be created for study abroad programming.

CCC Faculty-Led International Travel Handbook Updates:

- The committee reached consensus to change the handbook's title to the ***CCC Faculty-Led Study Abroad Handbook***.
- The handbook was sent for review to the Teaching and Learning Council and a few other individuals.
- After the Faculty-led Study Abroad handbook is finalized, the GLC will discuss the possibility of working on a separate domestic travel handbook. This would be a year-long project starting next academic year.
 - Anne Mary suggested adding information about domestic travel to the existing international travel handbook to have a centralized location for all types of travel arrangements the college can offer.
- Making revisions and changes that reflect similar language and processes in the student and faculty handbooks.

- The handbook will need to include a cancellation policy and a revision of the measurable outcomes sections.
- Briefly reviewed the current cancellation policy included in the student and faculty handbooks for feedback.
- Kerrie will be sending out the cancellation policy section in an email for more careful review and feedback from members.
- A subcommittee will be formed by Kerrie and a few members to work and review the student outcomes section through email with Jill Freeman. It will then be brought back to GLC for review and discussion.

Once feedback is collected from committee members on revisions, a finalized version will be resent to David Plotkin for a second review.

Study Abroad Exit Summary Report:

- Kerrie started working on an exit summary for the Ireland 2025 trip.
- Some of the questions that came up from Kerrie and Laurette as they were working on the report were:
 - Who will see this? Who might see it? What topics/information should be included? (Predeparture reminders, thoughts for future trips, appropriate clothing reminders, collection of fees/payments, health forms, physical/mental/cognitive differences forms)
- Kerrie will plan to reach out to Ashley Sears and her team for guidance on data collection related to student outcomes (e.g., multiple photos of key activities or student survey).
- The committee came to a consensus that the timeline for completion of this document should be within a month after a trip. This would be in line with the CLERY report as well.
 - The checklist and Faculty-Led Study Abroad Handbook will be updated to reflect that timeline.

Winter Resource Fair:

- We did not have any members available to table at the event on Jan. 12th due to short notice.
- We will be pending on the Spring Resource Fair dates closer to Feb.-March.

Provider List Updates:

- There is currently no protocol in place for adding a new provider to our Eligible Providers list.
 - The committee should look into creating a standard process.
 - For now, any new providers should follow the following steps:
 1. Any new requests for a new provider will be sent to the GLC committee for review.
 2. Once reviewed and approved by GLC, it will be sent for review to several administrators (Anne Mary Nash Haruna, Dennis Marks, and David Plotkin).
- A suggestion made by Anne Mary would be to improve our College Travel Policies and Procedures to include lists of eligible providers for domestic and international trips.

- To avoid duplication, the GLC and Glide Path Workgroup should work together to share eligible provider lists and combine them. It could help streamline processes for future trips.
- The Intent to Lead form should be robust and include a section for funding sources for trips.
 - Kerrie will work on modifying the Faculty Intent to Lead form to include the suggested sections mentioned above.
 - Kerrie also suggested reviewing the Student Application as a future agenda item.

Trip Updates:

Ireland 2026:

- Kerrie, Jessica, and Keely have been meeting to plan out the details of the trip. Their next meeting will be next Monday, Jan. 26th.
- Flyers and marketing materials have been finalized and will be ready for advertising soon.

The Baltics:

- No updates at the moment for this trip.
- Kerrie shared that she will be participating as a community member on this trip. She will also be there to learn more about the programming and format for these types of trips.
- Fee collection for the trip has started.

Mexico and Quebec:

- Ernesto sent his request to add Explorica by WorldStrives to the Eligible Providers List. Once that is approved, Ernesto plans to start on his Intent to Lead form for Quebec 2027 in Aug. and Mexico 2027 in June.

Iceland 2027:

- No updates at this moment.

Ireland 2027:

- This trip will be connected to the communications, music, and theatre departments. Kerrie is still looking for additional departments interested in going.
- Kerrie will be planning to work on the Intent to Lead form very soon.

SE Asia 2028:

- No updates at this moment.

Next Meeting: Feb. 13th, 2026