

## Study Abroad Meeting Friday, February 9, 2018

Present: Mr. Kerry Loewen (Co-Chair), Dr. Michelle Hughes-Markovics (Co-Chair), Dr. Modhurima DasGupta, Dr. Masanori Iimura, Dr. Katy Jamshidi, Ms. Stephanie Jarrett, Ms. Mai Nazif, Ellen Velazquez Muralles (Student Trustee), and Dr. Kent Wisniewski.

Topic	Discussion
New Student Trustee	Introduction to new student trustee— Ms. Ellen Velazquez Muralles
Minutes 11/3/17 and 12/8/17	Approved
Equivalencies/Spring 2017	<p>Equivalencies were not granted to Dr. Terry Mulcaire (Instructor of Record, Spring 2018) or Mr. Albert Yu (Instructor of Record, Fall 2019). Since these were past oversights made at the consortium level, the Florence 2017 trip was allowed to continue. Also, two English classes were under-enrolled mostly because of prerequisite courses that were not completed by students. This <i>must</i> not be allowed to happen again.</p> <p>In regard to equivalencies, the two departments involved, Philosophy, Humanities, and Religion (PHR) and Communication Studies were amenable to granting these to Dr. Mulcaire and Mr. Yu, respectively, until they discovered the prospect of these instructors becoming permanent members of their instructor rotation. Hopefully in the future, under Title 5, temporary equivalencies will be sought to teach a single class without these ramifications. The Equivalency Committee was equally averse to approving Mulcaire’s and Yu’s requests. These equivalencies are important because courses taught by instructors lacking such can be removed from students’ transcripts. Since this predicament was due to circumstances beyond present control, it is being approached as a “forced pilot program.”</p> <p>The Humanities course is being taught by a Humanities instructor, Dr. Jose Emmanuel Raymundo. He is teaching the course online. The change in the method of instruction did not seem to be a problem. There was a loss of only two students. In fact, this course has the highest enrollment of all the courses in Florence— 32 students.</p> <p>An animated discussion regarding online pedagogy abroad ensued:</p> <p style="padding-left: 40px;">Dr. Kent Wisniewski, Anthropology Instructor and committee member, inquired about the technical infrastructure.</p> <p style="padding-left: 40px;">Mr. Kerry Loewen, Committee Co-Chair, responded “No complaints.”</p> <p style="padding-left: 40px;">Dr. Mas Iimura, Chemistry Instructor and committee member, wanted to know if there was a cap on online classes being offered abroad.</p> <p style="padding-left: 40px;">Ms. Mai Nazif, World Languages Instructor and committee member, questioned using this pedagogy abroad.</p> <p style="padding-left: 40px;">Mr. Loewen agreed that, “We may not want to do it very often but maybe there is an option for certain classes.”</p> <p style="padding-left: 40px;">Dr. Iimura offered that science labs can be offered on line, “technically speaking.”</p>

<p>London 2018</p> <p>Director's Update</p>	<p>Ms. Michelle Hughes-Markovics, Anthropology Instructor and Committee Co-Chair, confessed that she felt that taking more than one online course seems “weird.”</p> <p>Dr. Modhurima (Rima) DasGupta, Sociology Instructor and committee member, asked if this was the first time for the consortium.</p> <p>Loewen answered yes it was. He said that he will get more information from other consortiums about what their policies are so that we don't end up “reinventing the wheel.” Loewen feels that, “We should be inventive and open to any good pedagogy however that happens...” “If it's good for the students and they are getting a good experience that is what this is supposed to be all about.”</p> <p>Dr. DasGupta offered hybrid as another possibility. Loewen felt scheduling multiple hybrid courses would be difficult. He suggested that the instructor would have to propose a schedule.</p> <p>Dr. Raymundo is considering flying to Florence Spring break to meet students face to face. The district is not able to cover his air fare, but the consortium has offered a three-night hotel stay.</p> <p>The AIFS Consortium decided to allow Yu to offer his CSU-only course. If the course doesn't attract the requisite enrollment, it will be cancelled. Yu will proceed to teach abroad under loaded, and the class won't be replaced.</p> <p>Two students were able to successfully prevent a potential theft by creating a “ruckus” and frightening off four burglars. This demonstrates good training by the AIFS consortium.</p> <p>Also, thanks to Ms. Stephanie Jarrett, Human Relations/Training and Compliance Manager and committee member, for the four very extensive Title IX trainings that were offered.</p> <p>Pre-departure meeting will be on the Petaluma campus.</p> <p>Ms. Hughes-Markovics was curious as to why the full semester program was not opened to adjuncts. Loewen said he will broach that question at the next directors' meeting.</p>
<p>Faculty Applications</p>	<p>Thirty-five questions received after faculty applications were updated</p> <p>Application deadline is March 6, 2018</p> <p>Application screening during March 9<sup>th</sup> Study Abroad Meeting</p> <p>Interviews scheduled during April 13<sup>th</sup> Study Abroad Meeting</p>
<p>Summer Program Update</p>	<p>Summer Abroad instructors are compensated for recruiting students during the preceding spring semester. In an effort to achieve a more equitable recompense for both contract and adjunct faculty, Loewen initially suggested that faculty be compensated with a payment of 2.5 percent Base Hourly salary (Schedule II) which amounts to 15 hours of base hourly pay. Hughes-Markovics opposed this suggestion because of the work that she felt was involved. Hoping to seek a compromise, Loewen increased the amount to 5 (five) percent. The committee then voted unanimously that all faculty, whether contract or adjunct, will be paid five (5) percent Base Hourly salary (Schedule II) which amounts to 30 hours of base hourly pay. No exceptions.</p>

Budget	<p>Also, the summer Study Abroad program will be reduced to one trip. Mary Kay Rudolph, Vice President of Academic Affairs, must be consulted regarding this. It is ultimately her decision. If she agrees, this policy will be codified on the Study Abroad website and the faculty application.</p> <p>Loewen suggested that the remaining supply budget be used for “targeted advertising” on FaceBook, SnapChat, and the like. Metadata and search terms are being added to the SRJC Study Abroad website to increase our profile on the web. If the committee agrees with this approach, Loewen will research the cost of these kind of analytics.</p> <p>Ms. Nazif asked if money was available for food for social mixers. The answer is yes.</p>
PDA Day—February 15	<p>It was decided to copy the previous Professional Development Day with a few recommendations. Imura shared that past attendees wanted more questions about the process of applying. Dr. Wisniewski suggested that all questions can be addressed by methodically covering the application itself. DasGupta felt some attendees may have been embarrassed about questions about past travel. She felt that the forum would be better served if they asked about future, desired travel. More time in breakout groups was suggested. PowerPoint presentation will be updated and refined. An invitation will be extended to past faculty participants. Loewen felt that Summer Semester Study Abroad should still be discussed even though the 2018 trip has been cancelled.</p>
One Love Diversity Festival	<p>Ms. Jarrett has reserved a table for Study Abroad for the <i>One Love Diversity Festival</i> on Wednesday, February 28th from 11 am to 2 pm. Informational brochures and sign-up sheets will be provided by Patty Warne, Program Assistant for Study Abroad. Jarrett asked about promotional items. Anita Rich, Administrative Assistant, told her that there are ink pens, flash drives, and grocery bags. Jarrett will provide international treats. Survey conceived by Dr. Katy Jamshidi, Instructor Biological Sciences and committee member, will also be provided. Volunteers were solicited. Rich said she would contact Mr. Yu about his attendance.</p>
Department Meetings	<p>Efforts will be made to promote this program during department meetings.</p>
Adjournment	<p>Meeting ended at 10 am.</p>