SENATE COMMITTEE ON GLOBAL PROGRAMS

Minutes for Meeting #2, October 21st, 2014

Members Present:
Michael Adewumi, Colleen Connolly-Ahern, Gregory Crawford (via phone), Andrew Freiberg, Richard Harnish, Valerie Ann Lynn, Lisa Mangel, John Nousek

Members Absent:
Andrew Ahr, Paul Barsom, Juan Fernandez-Jimenez, Ian Gilchrist, M. Amanul Haque, James Kasting, Nicole Roberts, Wareesha Tariq

Guests:
Sylvester Osagie, Jennifer Campbell, Shelly Heron, Gary Langsdale

APPROVAL OF MINUTES
Minutes of the September 9, 2014 meeting: Approved

ANNOUNCEMENTS
Senate Committee on Intra-University Relations wants a member of Global Programs to attend their next meeting (December 9, 2014). The Intra-University Relations Committee is preparing a Penn State International report – discussing the impact of increasing globalization of the campuses.

*Sylvester Osagie would like to participate in this meeting. There also needs to be a volunteer from the Global Programs Committee.

OLD BUSINESS
Embedded Programs Report
Andrew Freiberg has read the report data and has organized the data into three main areas (Benefits, Barriers, Best Practices).

Colleen Connolly-Ahern stated that the interviewer had a hard time getting responses from students and faculty members. She has organized the data into three main areas (Knowledge, Beliefs, Actions). She will draft an informational report for the December 9, 2014 Faculty Senate meeting. The due date of this report is mid-November.

NEW BUSINESS
1. Updates from the Office of Global Programs (Michael Adewumi)
   Introduced Jennifer Campbell

   a. Ebola crisis
      • Imposed travel restrictions (3 weeks ago) based on CDC and State Department information.
      • CDC removed Nigeria from the list/Guinea, Liberia, Sierra Leon are still on the list.
• State Department has issued travel warnings to Kenya, Israel, Honduras, parts of Mexico (safety reasons).
• Cannot restrict persons coming into PSU because the State is not doing this.
• International students that want to travel home over break were told that if they chose to travel home to any of the restricted countries they might be subjected to multiple testing (all of our students in this situation have indicated they do not want to travel home over break).

b. HTH insurance [https://global.psu.edu/info-going-abroad-more-information/health-safety/health-insurance-abroad](https://global.psu.edu/info-going-abroad-more-information/health-safety/health-insurance-abroad)
   - [http://studentaffairs.psu.edu/health/services/insurance/educationAbroad.shtml](http://studentaffairs.psu.edu/health/services/insurance/educationAbroad.shtml)
   - Penn State has purchased a blanket insurance policy (a note will come out from the Office of Provost soon).
   - What is covered? Medical care and evacuation for a medical issue for cause – personal travel/Political and national disaster – University travel.
   - Penn State will mandate the registration of travel (travel registry) – effective January 1st, 2014.
   - If someone is traveling for University business they have to register, if they do not they will not be covered – travel expenses will not be covered if you do not register.
   - The University will pay for the insurance if travel is for University business, you can pay for the insurance if you are traveling for non-University purposes.
   - In an effort to make this process as seamless as possible/Jennifer Campbell – the system created will be designed as a one-stop shop (one place that you answer questions and it will push you to certain places to complete everything).
   - The administration asked for a benchmark report from Global Programs as to the policies of the Big Ten schools and the PA schools. **John Nousek will check into the benchmarking information.**

2. Discussion with Shelly Heron, Global Collaborations Manager, University Office for Global Programs
   Oversees agreements and travel grants
   **Presented a PowerPoint used as a reference guide to administration and faculty (will send this to the Global Programs Committee members)**

a. Grants
   - **Faculty Member Grants**
     - **Faculty travel grant**
       - Can reapply
       - Short term trips for developing embedded courses
       - Develop curriculum to add international element to course
       - Working with colleagues to joint-teach
       - Up to $3000
Transformational travel grant
- More long term, impact to University, college, developing a major/minor or overhaul of curriculum
- Support network programs (thematic issue or geographic area)
- Like the multidisciplinary approach – other colleges and campuses
- Up to $3000 renewable up to 3 years

GEN travel grant
- Traveling with or preparing students for short-term programs with GEN partner institutions (on the Global programs website).
- Up to $4000

Graduate Student Grants
- Travel to international conferences
- Research with defined international focus
- Up to $500

• Application process
• Fall cycle – mid-September deadline for spring or summer travel
• Spring cycle – mid-February deadline for summer and fall travel
• Applications submitted electronically via the Global Penn State website
• Evaluated by a faculty committee (many of whom are previous recipients)
• Questions: travelgrants@psu.edu

b. International Agreements
- Formal agreements – rights and duties of participants
- Letter of intent (LOI) – non binding statement, introduce a level of formality, least amount of review, signed by the Dean at the college level
- Memorandum of Understanding (MOU) – general agreement with areas of potential collaboration, moderate review, Dean, Associate Controller, Risk Management
- Memorandum of Agreement (MOA) – specific agreement, obligations for all parties, Dean, Associate Controller, Risk Management, General Counsel, intellectual properties rights, etc.

How are MOAs related to GENS initiatives? https://global.psu.edu/gen

• First work with your college representatives (a list of college representatives will be placed on Global Program’s website)
• Contact intlagreements@psu.edu for any questions. Preapproved template agreements are available through Global Programs.
3. Discussion with Gary Langsdale, Office of Risk Management

a. Travel registry
   - Provost feels it should be a mandatory registry.
   - Rationale - So we can provide assistance if needed. (There has been resistance by faculty but the administration will only use the information for emergency communication.)
   - Have a very good tracking mechanism for students traveling on a University-affiliated trip but not for faculty travel.
   - Competing platforms for the registry – database that houses the student travel registry is a logical place or ERS has an advanced registry model. (Have a meeting on October 31 with one of the vendors.)
   - Question was asked by Gary – Should there be a bandage approach up first with a simple website/form or a full-blown site?
   - By January 1 they may have a pilot program in place.
   - If you register for the HTH insurance the University does not know about your travel
   - Look into the communication between the insurance company and the University to see if notification can/should be given.
   - STEP (Smart Traveler Enrollment Program) by the state department (our registry will be tied into this) [https://step.state.gov/step/](https://step.state.gov/step/)

John Nousek - How do you limit certain people from having information in the registry?  
Gary Langsdale - Very comfortable with our security; the only people who have access to all information are the ones who will help you get out if needed.

b. Student Program Development
   - Office of Global Programs has a very clear process to help.
   - There is a parallel process for non academic trips (chess club, choral club).
   - One-hour seminar for faculty leading students abroad – Caroline Sheldon created this.
   - Global Programs is a wealth of knowledge for hotels, activities, etc. internationally.
   - Critical to have more than one adult traveling with students.

4. Adjournment of Global Programs Committee
The meeting was adjourned - approximately 10:40 AM.

Next Meeting: December 9

Minutes submitted by
Lisa Mangel