

CISS Meeting Minutes

Minutes for August 27, 2004

1. Meeting was called to order at 10:00 a.m. In attendance were: Sue Watson (USG OIE), Jean Myers (Clayton State), Saskia Eijssen (Columbus State), Yuliya Komarova (Columbus State), Carlos Romero (Columbus State), Aya Ogawa (Darton), Charlene Graham (Floyd College), Lynn Bacon (Floyd College), Beverly Y. M. Tarver (Medical College of Georgia), Dwight Call (Georgia College and State University), Marisa Foreman (???), Richard Beaubien (Georgia Perimeter College), Tanya Grubbs (Georgia Southern), Nancy Shumaker (Georgia Southern), Doug Podoll (Georgia State), Sheila Schulte (Georgia Tech), and Irina McClellan (Valdosta State).
2. Minutes from the meeting of April 23, 2004, were approved.
3. Sue Watson gave an update on the USG Office of International Education.
 - A. Alison McCubbin will now be in charge of the study abroad catalogue and oversight of USG study abroad programs.
 - B. Rick Sutton addressed the budgetary issues facing all USG institutions. He foresaw a 2-4% cut for this fiscal year given the fact that the suggested payroll "shift" from June to July was not approved by the legislature. He indicated that we need to continue to make the case for recruiting additional international students because of the revenue that they bring to the USG. Nancy Shumaker spoke of using this as an opportunity to re-prioritize our efforts to make the most of our limited budgets.
4. 2004-2005 SCIE Charge to the CISS.
 - A. Nancy Shumaker recommended that the committee address the Charge as it worked through the agenda for the meeting. She began by reading the mission of the CISS and pointed out that the CISS meetings are open to any interested USG faculty and staff who are involved with international student and scholar issues on their campuses. She suggested this as a means of opening dialogue with other areas of our campus communities.
5. GAIE
 - A. Sheila Schulte and Richard Beaubien reported that the summer meeting was a success with the largest attendance ever.
 - B. The Winter Meeting will be February 16-18, 2005, at the Mulberry Inn in Savannah. The planning committee would like to invite more people to participate in the conference and encouraged CISS members to invite more people from their campuses to attend. Also, new sessions and new topics will be welcomed.
6. GILC
 - A. Marisa Foreman updated the CISS on GILC: The conference began with a Global Partnership Grant and now has become a line item in the USG OIE budget. A mission statement with clear objectives has been developed and a peer group for returning students is being developed. It is hoped that in this way, students will be involved in planning the conference and mentoring each other so that the conference has greater value for all students.
 - B. GILC 2005 will be held on January 28-30th at Rock Eagle. (Around 200 students participated in the 2004 conference). Deadline for registration is October 11th. Registration is \$45 until then and approximately \$60 after the 11th.

C. Richard Beaubien (GPC) and James Gardiner (GT) are developing a website for the GILC and will be testing web-based registration.

D. Marisa Foreman will send out reminders and links to the listserv.

7. Homeland Security Issues

A. Federal Register Notices – nothing new to report.

B. SEVIS Update – The required fee goes into effect on September 1. If the fee is paid for an international scholar by the university, then it will become taxable income for that scholar, therefore it is recommended that the scholar pay the fee themselves. There is also no guarantee that the student/scholar will attend our institution; he/she may go elsewhere.

C. U.S. VISIT – Hartsfield Airport will serve as one of the airports to test the biometric passport reader upon exit.

i. There was consensus that we need to have a representative from the POE at the winter GAIE meeting because the special regulations are confusing about the exit interview. Students subject to special registration still need to have an exit interview or they cannot re-enter the U. S.

ii. Students should be sure to turn in the I-94. Exit procedures are very important, even for those going to Canada.

iii. Beverly Tarver (MCG) volunteered to share her exit checklist with the committee.

D. EAD Cards – EAD can be for longer period of time at the discretion of the Service Center. The photo has changed to a standard passport photo.

E. HIB-OPT data fix – If OPT is cancelled once a student applies for an H1B visa, we need to request a data fix.

F. Atlanta USCIS is doing on-line scheduling for certain appointments. As of September 1, SEVIS auto-functions will be starting.

8. English as a Second or Other Language Survey

A. A follow-up of the survey conducted last year will take place to ascertain the current status of ESOL programs in the USG. Then, a final report will be submitted to the OIE.

9. International Health Insurance

A. The Ad Hoc Committee has met and has agreed that it would be responsible for developing a new RFP, sending it out, reviewing proposals, and making a recommendation to the CISS and SCIE about the international health insurance policy.

i. A timeline has been developed whereby the RFP would be sent out October 11th for return by November 22nd, interview of finalists on December 10th and award of contract on January 10th.

B. Richard Beaubien proposed to accept the Ad Hoc Committee's proposal to rebid the insurance policy, Dwight Call seconded, motion passed.

10. International Recruitment Brochure

A. There was discussion about the international recruitment trips that were made in 2003-2004 and the brochure that was developed for those. A recommendation has been made to re-do that brochure in a fashion that it could be used to "sell" the University System of Georgia.

i. Dwight Call pointed out that one problem with the old brochure was that there was no indication of which programs were undergraduate or graduate.

- B. It was suggested that the brochures could be sent out with study abroad instructors and students and to advisement centers abroad.
 - C. Sue Watson will bring a supply of the old brochures to the next meeting so that the CISS can look at them and made suggestions for changes.
11. Workshops on International Students and Scholars for USG Institutions.
 - A. The suggestion is that there be two or three campus-targeted workshops on specific topics such as new immunization requirements, CPT and Co-op programs, Social Security compliance, Human Resource issues with the I-9 and tax forms.
 12. International Scholars and Multi-Campus Resource Sharing
 - A. Some dollars may be allocated to helping campuses share scholars.
 13. SERVAS
 - A. Dwight Call shared information about this program which provides students information about host families with whom they can stay while traveling abroad. The website is: info@usservas.org
 14. Announcements
 - A. Sue Watson announced the grants opportunity for Africa and the NAFSA grant profiling internationalization of campuses.
 15. Date and Time of Next Meeting: October 8, 2004, from 10:00 a.m.-2:00 p.m. at Macon State.
 16. The committee adjourned at 3:10 p.m.

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