Present: Rose-Marie Avin, Ben Corbett, Analisa De Grave, Karen Havholm, Shanti Freitas, Paul Kaldjian, Ling Liu, Karl Markgraf, Kim Reed (secretary), Alan Rieck, John Rosenow, Eric Torres

Absent: Cindy Albert, Jason Anderson, Linda Carlson, Sam Fish (student representative), Nancy Hanson-Rasmussen, Erik Hendrickson, Stephen Hill, Theresa Kemp, Kerry Kincaid, Cheryl Lapp, David Lonzarich

Handouts: Agenda, 2 Oct Minutes, Oversight & Evaluation workgroup Report #2, Draft RFP International Scholars, Successful Farming article

1) Welcome - Paul shared an article from Successful farming featuring Council member, John Rosenow. Paul will share the article through email.

2) Approval of Minutes of 17 September 2014

3) Business
   a. Paul presented a draft “The Visiting International Scholars, Artists, and Events Program” in response to funding requests to CIGE. Action Item: Review RFP and send comments to Paul so we can finalize by the next meeting.
   b. Paul provided an update of the study abroad student essay assessment process. The reviewers are finding that the prompt needs revision. The final review meeting is this Friday and they should have enough information to write a report.
   c. The Redden follow-up event had approximately nine people in attendance. Some of the discussion addressed international student recruitment and how the process works, experiences of international students on campus, and integration of international students.
   d. Rose-Marie and Ling provided an update on the progress of the Oversight and Evaluation subgroup. Report #2 from the group was provided. They summarized the goals of the group, participants and questions developed for the focus groups, and best practices and challenges for faculty-led programs. The report will be put on the CIGE website. Ben suggested a mentor program for new FLIE faculty.
   e. Shanti will be holding mandatory Community of Practice meetings this term for all FLIE, CETS and SPED Scotland programs. The sessions are Safety, Risk Management & Mental Health and Program Design, Reflection, Student Learning, & Outcomes. Paul is wondering if there is a way to repeat these sessions and invite the larger campus community.
   f. Eric Torres provided an update on the progress of the International Partnership subgroup. The group is in the process of surveying FLIE faculty to find out what makes their experience educationally meaningful. Karl has offered to provide names of faculty.
that participate in semester long study abroad programs to be included in the survey recipients. The group will report back to CIGE when survey results are available. Karl commented that the survey asks about faculty experiences but student experiences always show up in the responses.

g. Paul, Steve, and Karen are in the process of putting together an outline for recommendations to the Provost. It will cover CIGE goals, outcomes, ongoing needs, options for a future Council, and impacts of budget restraints. They are hoping to have a draft for the next meeting. **Action Item: Provide draft outline for next meeting.**

h. Karl provided an explanation on the APC approval process for study abroad programs.

i. Kim will set up a meeting to review the History and Economics D2D proposals that we have received this term. The Department to Department RFP is currently on the CIGE website. Paul has been promoting the RFP at the CAS chair’s meetings. **Action Item: Promote RFP to Education, Business and Nursing departments.**

4) Announcements

   a. Department to Department presentation tomorrow at CETL, 3-4 p.m.

   b. International Folk Fair, Nov. 2

   c. Karl is facilitating a faculty focus group on recruitment of Indian students

5) Meeting adjourned at 3:00 p.m.

*Respectfully submitted,*  
*Kimberly Reed*

**Next Meeting: Thursday, November 6, 2:00 p.m. in Phillips 283**