

## REPORT FOR THE UNIVERSITY SENATE

University Senate Committee: Academic Policies Committee

Brief History of Issue - why the issue is being considered:

- In early November 2018, Dr. Julie Anderson contacted me about ramifications of international medical projects not well planned out. What policy is in place for medical service-learning projects? If students are found to be practicing medicine without specific licenses, they will not be accepted into medical school.
- On November 20, 2018, Colleen Marchwick contacted me about students going on international service-learning trips. Do they have CISI Insurance? Do they know about travel restrictions? Are students trained in ethical standards for medical healthcare trips? Are students trained in cultural ethics?
- On November 30, 2018, Dr. Julie Anderson attended a Service-Learning Advisory Committee to discuss ramifications of international medical projects that may not be well vetted. Due to Julie's concerns, the Advisory Committee came up with the following language and was temporarily placed in the Service-Learning guidebook under "Additional policy guidelines:"
  - **Service Ethics:** All students are advised to review this website to ensure best practices of service ethics while participating in service-learning projects: <http://csl.ku.edu/ethical-service>
  - **International Service Trips:** (Church Missions, Medical, Dental, Veterinary, Environmental, Immersions). All students going on international service trips must:
    - 1. Review this website to ensure best practices of health-related experiences while participating in service-learning projects: <https://forumea.org/resources/guidelines/undergraduate-health-related-experiences/>
    - 2. Visit the Center for international education to:
      - a. Purchase CISI insurance
      - b. Check the state department list for travel restrictions
- In the spring semester, Staci Heidtke and Billy Felz met with Darrell Newton to discuss if an eform for international trips outside of study abroad would be necessary. Following this meeting, Staci Heidtke requested that Benita Wagner follow up with Colleen Marchwick in CIE.
- Beginning in May of 2019, a student came into the CS-L to talk about going to Poland. Since no procedure for eform approval was in place, Benita Wagner emailed Jackson Schmidtke, CIE Program Associate (with a cc: to the student) that contained information about the student, the country where the student wanted to travel and that the CS-L had given the student instructions to purchase insurance and to check the State Department travel restrictions in the CIE. The same practice was followed throughout the summer.
- On August 22, 2019, Benita Wagner met with Colleen Marchwick and Jeff DeGrave to determine next steps. Both Study Abroad and Immersion areas require student information ahead of student travel. Students going on international trips should be applying for service-learning ahead of time to be sure all steps for approval are taken. Colleen Marchwick suggested speaking with Tim Boehnen, Risk Management Director, for his input.
- On August 29, 2019, Benita Wagner met w/ Tim Boehnen to discuss risks associated with international travel without proper approvals. Tim suggested that all service-learning projects (domestic or international) should be applied for ahead of time in the chance that students while on a university service requirement did something illegal. Tim is willing to provide a written statement if needed for support.

Points Discussed by Committee:

Pros of Recommendation:

Committee Recommendation:

### MOTION FOR THE UNIVERSITY SENATE

The University Senate Committee: Academic Policies Committee

by a vote of \_\_for to \_\_against on \_\_\_\_\_ (Date)

Recommends that:

The following language be added to the Service-Learning Guidebook under “Additional policy guidelines:”

**Service Ethics:** All students are advised to review this website to ensure best practices of service ethics while participating in service-learning projects: <http://csl.ku.edu/ethical-service>

**International Service Trips:** (Church Missions, Medical, Dental, Veterinary, Environmental, Immersions). All students going on international service trips must:

- 1. Review this website to ensure best practices of health-related experiences while participating in service-learning projects: <https://forumea.org/resources/guidelines/undergraduate-health-related-experiences/>
- 2. Visit the Center for international education to:
  - a. Purchase CISI insurance
  - b. Check the state department list for travel restrictions

Implementation Date: *Publication of new Service-Learning Guidebook*

Signed: \_\_\_\_\_  
Chair of the Committee

Send to: University Senate Office