

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
MINUTES
November 20, 2003

Attendance: Scott Baker (telecon), Linda Burcham, S. K. De Datta, John Dooley, Doris Kincade, Mike Lambur, Gary Long, Mike Schroder, Ted Settle, Robert Shaffer, Hap Bonham for Richard Sorensen, Rodney Thompson, David Travis for Judith Jones, Mark Raby for Tom Wilkinson

Absence: Jennifer Abel, Carolina Aguilar, Robert Dunay, Joe Eifert, Judi Lynch, Susanna Rinehart, Glenda Scales, Judith Shrum, Brant Snyder

Guest: Susan Felker

1. Welcome and Introductions

Doris Kincade welcomed new and continuing members and she asked for self introductions.

2. Agenda Approval

The agenda was approved as presented.

3. Approval of Minutes, October 9, 2003

The October 9, 2003 Minutes were approved electronically and forwarded to University Council.

4. Chairman's Report

Doris Kincade reported that she attended a President's meeting for commission chairs where she presented a plan of work for COIA, discussing the growth of the awards programs, and the need to change the outdated language in the university governance documents to include outreach and international.

The Graduate Commission sent forth a resolution for graduate certificates to University Council for first reading, requesting that process be formalized and recorded on transcripts. Graduate certificates represent a minimum of 9 hours.

5. Action Items

- **Governance Document Revisions**

At the October meeting, proposed revisions for the university governance documents as they relate to COIA were distributed. One additional revision has been received requesting that Cooperative Extension be capitalized throughout the document. The motion to draft a resolution to change the wording, charge and membership to bring this document up-to-date was unanimously approved. It was requested that this be done quickly to finalize through University Council.

6. Presentation and Discussion, Outreach Models: Three Case Studies

Ted Settle presented a PowerPoint of three case studies on outreach models from Penn State, Purdue University and Virginia Tech. Several questions were sent electronically to the Commission prior to this presentation to increase dialogue on this topic. Discussion of each model followed the presentation.

7. Information Items

- **International Strategic Directions Team**

S. K. De Datta reported that he is chair of the International Strategic Directions Team. The team has a university wide engagement to brain-storm where international will be positioned within the next few years.

- **UCIP Report**

It was reported that the following actions were on the October 30, UCIP agenda for discussion and should be finalized at their December 4 meeting.

- By-Laws
- Resolution for Administrative Responsibilities for Research Abroad
- Alumni Awards for International Affairs
 - § Alumni Awards for Excellence in International Education
 - § Alumni Awards for Excellence in International Outreach and Research.

Key Points to Share from this meeting:

- Commission members need to continue to develop his/her definition of what is outreach.
- The Commission needs to think about how outreach can be measured and how to increase its validation. Colleagues should be polled, and then bring back this information for further discussion.

Respectfully submitted,

Linda Price
Recording Secretary