

# Global Council COMMITTEE MINUTES

8 March 2018; 12:45pm – 2:05pm

HSS 301

<p><b>Council Members Present:</b>                  Alexandra Tower, Chair                  Denise Kinsella, Vice Chair                  Delphine Broccard                  Catherine Weir                  Carol Davis                  Nancy Grass                  Pete Morris</p> <p><b>Council Members Not Present:</b>                  Jamar London (excused)                  Sharon Allie (excused)</p>	<p><b>Others Present:</b>                  Brandon Reilly, History                  Wilfred Doucet, English</p>
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1. Call to order: 12:48 pm
2. Public Comments: Nancy Grass apologized for missing the first meeting of the semester due to illness. She also provided some clarification on the Brown Act and Roberts Rules of Order for public meetings. Changes in the order of agenda items require a motion to change.
3. Announcements: None
4. Approval of minutes: Motion by Nancy Grass to approve the minutes of February 22, 2018. Seconded by Pete Morris. Approved unanimously.

**I. Research Symposium**

Delphine Broccard gave an update on the Research Symposium. She is contacting faculty to reach out to students so that they are aware of the symposium and how they can participate. She is visiting clubs such as Phi Beta Kappa and the ICC. Per her request GC members are also contacting Faculty Chairs.

**II. Actors from the London Stage**

Gordon Dossett has informed Alexandra Tower that funding for the Actors from the London Stage group has been obtained for their visit to SMC from March 19-26, 2018, and that he will not be submitting a request for funding from this group.

**III. Study Abroad**

1. General Comments:  
 Council members discussed items pertaining to SMC Study Abroad including: having winter and summer intersession offerings change location every other year, procedures for selecting courses and faculty to lead study abroad, and whether Study Abroad should be administered by the International Education Center or Academic Affairs. The committee wondered if there was a concern leading to a need for change. There was concern that committee discussions were focused more on logistics and might better be redirected to the academic nature of the study abroad offerings. The committee felt that this could be accomplished by agendizing the topics of most concern and interest. Also discussed was the value of having each program include one experienced leader along with a new faculty co-leader so as to provide training and guidance for the safest and most successful program experience for students.
2. Winter 2019 South Africa Study Abroad  
 At the last meeting on 2-22-18, the Council decided to offer the winter 2019 South Africa Study Abroad to students with Wilfred Doucet and Janet Harclerode as the faculty leaders. This program was offered in winter 2018 but was cancelled due to insufficient student interest. Some Council members expressed

concern that they were not notified prior to the decision for winter 2018 that Professor Harclerode had moved out of state and was only teaching online. Recruitment for the Study Abroad trips is the primary responsibility of the faculty leaders and interacting with students first hand yields the best results. Professor Doucet expressed his confidence in the cooperation of Professor Harclerode on the trip and accepts that he will be the primary party in the on-ground recruitment of students, while Professor Harclerode will take the lead in on-line and telephone recruitment. Professor Harclerode will be travelling back to California to participate in the information sessions and pre-departure workshops as well as teaching Linguistics 1 on campus for the 2019 winter intercession and will travel to and from South Africa with the group.

The group discussed that future proposals should be submitted in writing prior to a vote so that there is no misunderstanding about what is being proposed. The group also discussed that normally, when a trip is cancelled due to low enrollment, it does not automatically carry over to the next year. Rather, the trip is opened again for proposals from faculty. However, to get the Study Abroad Program back on track with minimal delays, it was decided to roll over the same program from Winter 2018 to Winter 2019.

3. Call for proposals: Spring 2019 and Summer 2019

The Council decided to announce a call for faculty proposals for two Field Studies Abroad offerings for spring break 2019 and for the summer 2019 trip to Belize and Guatemala. The applications will open on March 19, 2018 and close on May 22, 2018. Applicants will present their proposals to the Global Council on May 24, 2018.

4. Study Abroad application revision

The Council reviewed the master applications for Study Abroad faculty proposals and edited them as needed to be more concise and transparent. The signature and approval of the faculty chair is mandatory. The question of the minimum number of students per trip and whether or not to require two faculty per trip or allow a single faculty leader was discussed. Vice Chair Denise Kinsella will reach out to SMC Risk Management about the required number of faculty for Study Abroad programs. The Council discussed the provision that faculty must travel to and from the program location with the entire group. Vice Chair Kinsella will contact the insurance vendor to clarify the commencement and ending dates and times for contracted travel insurance and the requirement of supervision during travel as it pertains to insurance coverage.

**IV. Postponed agenda items**

The Council decided to postpone the remaining agenda items until the next meeting due to a lack of time.

**V. Adjournment**

Delphine Broccard motioned and Nancy Grass seconded the adjournment of the meeting at 2:10 pm. Approved unanimously. The next meeting is Thursday, March 22, 2018 – 12:45 pm HSS 301