

**Macon State College
International Study and Travel (IST) Committee Meeting Minutes**

Meeting #6

Date: February 24, 2012

Location: Education 344

Time: 8:00-9:00am

Attending: Dr. Susan Durr, Dr. Sumitra Himangshu (Chair), Ms. Josephine Kamera, Dr. Rita Lumansoc (Recorder), Dr. Anthony Patti, Dr. Naomi Robertson, Mr. Jonas Strecker (Chair-Elect), Dr. Michael Torbett, and Dr. Kirill Yurov

Excused: Dr. Charla Baker; Ms. Kimberly Yetter

<i>Agenda Item:</i>	<i>Discussion:</i>	<i>Action:</i>
1. Call to Order	Distributed Agenda, Minutes from meeting #5 (01/27/2012)	Dr. Himangshu
2. Sub Committee Reports	<p>Discussion & Adoption of Sub-committee Reports</p> <p style="padding-left: 40px;">Proposal for international education office</p> <p style="padding-left: 40px;"><i>Mr. Jonas Strecker, Dr. Kirill Yurov & Ms. Josephine Kamera</i></p>	<p>Discussion on requesting 3 full time personnel (Director of International Programs, Study Abroad Coordinator & Coordinator of International Student and Scholar Services).</p>
	<p>Propose Promotion & Tenure Guidelines-</p> <p style="padding-left: 40px;"><i>Dr. Charla Baker, Ms. Kimberly Yetter & Dr. Rita Lumansoc</i></p>	

		<p>5. Educating a group in the community with an international theme.</p> <p>Proposal Guidelines was tabled for sub-committee to consider new suggestions</p>
3. Continuing Business:	<p>Draft Institutional Study Abroad Handbook for faculty and students-</p> <p><i>Dr. Anthony Patti,</i></p> <p><i>Dr. Mike Torbett &</i></p> <p><i>Dr. Susan Durr</i></p>	<p>Sub-Committee currently working on developing guidelines in the following 3 areas, for:</p> <p>(i) Faculty Exchange; (ii) International Students who come to MSC; & (iii) International Students who go Abroad</p> <p>Sub-committee will continue researching resources from other universities.</p>
4. Adjournment	Next meetings: 3/30 /2012 and 4/30/12 at 8:00am	Adjourned at 8:45 am (to allow for concurrent on-campus events)

Signatures:

Chair:

Dr. Sumitra Himangshu

Recorder:

Dr. Rita Lumansoc