

**International and Domestic Off-Campus Studies Committee** (from the St. Olaf College Faculty Manual)

- a. The general purpose of this committee is to consider, review, and promote courses, plans and policies relating to international and domestic off-campus academic programs.
- b. Responsibilities include:
  - 1) To grant probationary approval for first-time offerings of off-campus courses and programs (both domestic and international) courses. (Approval of these courses will signify approval of all relevant additional requirements prior to the committee's approval:
    - a) Department or program major credit
    - b) General Education credit
    - c) Cross-Cultural credit
    - d) Area Studies credit
  - 2) To review, evaluate, and recommend off-campus non-interim courses and programs (both domestic and international) to the faculty for final approval during the second year of operation.
  - 3) To review, evaluate, and recommend off-campus, field-supervisor courses to the faculty for approval.
  - 4) To act on behalf of the faculty in approving as on-going interim courses (both domestic and international) those offered for the second time (within three years of the first offering).
  - 5) To advise on administrative policies and procedures for courses and programs administered by the International and Domestic Off-Campus Studies Office.
  - 6) To promote a global perspective through:
    - a) encouraging scholarship and expertise supporting international and off-campus study;
    - b) nurturing effective relationships between on-campus and off-campus study;
    - c) fostering ties with other academic institutions which support international and off-campus study;
    - d) advising on continuing education and alumni programs that further the aims of international and off-campus study;
    - e) aiding the promotion of international career opportunities.
    - f) supporting recruitment, admissions, and integration of international students and scholars on campus.

c. Personnel:

- 1) Five faculty representatives, one elected by each of the Faculties.
- 2) The Dean or Dean's designate.
- 3) The Director of International and Off-Campus Studies.
- 4) Two students who have had international and/or other off-campus experience. (the second with voice but not vote)

d. Term of office:

- 1) The term of office of the faculty representatives shall be three years. The terms shall be staggered.

The four major committees, RPC, CEPC, GEC, and International and Off-Campus Studies Committee, shall keep the faculty informed of those decisions not otherwise brought to the faculty. If any faculty member wishes these decisions to be voted on by the faculty, that person should move at one faculty meeting to put the issue on the agenda. If this motion passes, the matter would be placed on the agenda for the following faculty meeting and discussed and voted on at that time.