

International and Domestic Off-Campus Studies Committee Minutes

December 18, 2002

Members present: Wendy Allen (chair), Kim Kandl, Matt Pelikan, Xun Pomponio, Patrick Quade, Solveig Zempel and Synneva Zempel.

Old Business:

1. The minutes from the December 11th meeting were approved.
2. Green-sheets have been submitted for the Japan: Ferris and Britain: London School of Economics programs.
3. Issues concerning the procedures for reviewing off-campus interim proposals will be added to the agenda for discussion on February 26th.
4. Wendy Allen provided a tentative schedule of IDOCS meetings for spring semester including agenda items.

New Business:

1. IDOCS discussed procedures for minute taking and recording of committee members' comments during the off-campus interim proposal reviews. It was agreed that all proposals including notes from the discussions would be kept in the International & Off-Campus Studies Office for reference.
2. The committee continued to review off-campus interim proposals for January, 2004. Kathy Tuma and Wendy Allen will compose letters to inform faculty members of IDOCS' decision regarding their proposals.

The meeting adjourned at 4:15.

Respectfully submitted,
Synneva Zempel
Secretary, IDOCS