



September 2009

Welcome back to another academic year. We look forward to working with you this year to continue to provide excellent international experiences for Ohio University students.

Note from Study Abroad Committee

As a new feature of our newsletter, we are going to provide updates from the University Study Abroad Committee (SAC) to keep you informed of policies and procedures related to your study abroad program. Please contact Harvey Ballard, chair of the committee, at ballardh@ohio.edu, with any questions.

SAC Subcommittees

This year, the SAC will be restructuring to include several subcommittees. We will keep you updated with developments. The SAC hopes that this will result in more efficient processes and the development of new procedures to streamline and improve study abroad program management. The subcommittees will be:

- Budget and Finance
- Evaluation and Assessment
- Planning
- Travel and Risk Management

Announcements

New Travel Policy and Open Forum with New Preferred Travel Provider

New travel policy dictates that we use one of two preferred providers for all of our travel needs: Sky Bird or Travel World. Travel World is Ohio University owned and operated and based in Chillicothe. Sky Bird is a larger travel consolidator (www.skybird.com). The new policy has gone through the university vetting process and is awaiting the president's signature. As the new policy will impact study abroad directors and how we all conduct business, we are offering an open forum for faculty directors on October 28. The times of the sessions will be:

*10 AM - 12 PM in Baker University Center Room 230
2 PM - 4 PM in Baker University Center Room 230*

Representatives from Finance and Sky Bird will be available during each session. We hope you can attend to ask questions. After the session, we will be collecting feedback from directors on any remaining questions or concerns you may have about the policy changes.

Study Abroad Fair

We are looking forward to seeing everyone at the Annual Study Abroad Fair Oct. 12, from 11 a.m. – 4 p.m. in Baker Center Ballroom. If you have not yet sent an RSVP and hope to attend, please e-mail Molly Micheels at micheels@ohio.edu by Friday, Oct. 2. Please also announce the fair to your classes. If you would like flyers to distribute, please let us know.

Testing Online Application System

We are currently going live with a pilot online application system (EAIS – Education Abroad Information System), which should save paper and help streamline the application process. We will be notifying you to come in for a training session some time this quarter and hope to have all summer applications go through the new system.

Reporting Incidents Abroad

Ohio University is taking part in a pilot project through February 2010 to provide a better sense of the character and rate of health and safety incidents on education abroad programs. We will be relying on you to keep us informed of the nature of incidents abroad. Although we are not reporting minor incidents (e.g. stubbed toe, minor illness), we need to report anything that disrupts the running of a program. Examples include:

- injury or illness that requires professional medical attention or requires that someone not participate in program for a day or longer
- theft of over \$100 or of travel documents
- physical assault of staff or student
- sexual harassment or assault
- motor vehicle accident
- equipment failure that causes injury
- student behavioral or psychological incident that disrupts the program

We ask that you notify us of incidents abroad and fill out an incident report form, available at: http://www.ohio.edu/educationabroad/fac_staff/directors.cfm.

New Policy on Printing

Ohio University policy now requires that we use Ohio University Printing and Graphic Services for all of our printing needs, which may influence your study abroad promotion and marketing. This will include t-shirts for your program. The policy is online at <http://www.ohio.edu/policy/55-035.html>.

Title IX Training

The Office of Institutional Equity is providing mandatory Title IX training to all faculty and staff. Please keep in mind that these laws and Ohio University policies apply to study abroad programs. More information is available at <http://www.ohio.edu/equity/discrimination.cfm>.

Updates

Study Abroad Numbers for 2007-2008 Academic Year

We reported to the Institute for International Education Open Doors report that 854 students participated on study abroad programs during the 07-08 AY. This report does not include students from the College of Osteopathic Medicine, foreign nationals, and non-Ohio University students. Considering these additional populations, study abroad participation entailed 985 students. Please let us know if you would like access to the full report.

Since 2003, our institutional numbers have remained steady between approximately 900 and 1,063 (a peak of 1,063 was reached during the 04-05 academic year).

Student Inquiries during Walk-In Advising Hours

More than 200 students have visited our office during walk-in advising hours since the start of the academic year, showing that interest in study abroad remains high despite the economic downturn.