

Global Council COMMITTEE

AGENDA

22 FEBRUARY 2018

COMMITTEE MEMBERSHIP

Alexandra Tower, Chair
Professor, Botany & Environmental Biology

Denise Kinsella, Vice Chair
Interim Dean, International Education
310-434-3466

Faculty Members

Sharon Allie
Adjunct Faculty, ESL

Delphine Broccard
Faculty, Communications

Carol Davis
Adjunct Faculty, English

Jamar London
Faculty, Mathematics

Pete Morris
Faculty, Earth Science

Administration Members

Nancy Grass
Dean, Student Life

Catherine Weir
Interim Assoc. Dean, International Education

Student Representative

Maggie Lo

Spring 2018 Meetings in HSS 301

Thursdays 12:45 – 2:05 p.m.

Thursday, 22 Feb
Thursday, 8 Mar
Thursday, 22 Mar
Thursday, 5 Apr
Thursday, 26 Apr

Thursdays 12:45 – 3:05 p.m.

Thursday, 10 May
Thursday, 24 May
Thursday, 7 Jun

1. Call to Order
2. Public Comments (limited to 2 min per person)
3. Approval of minutes
 - a. 30 November 2017 (page 2)
 - b. 11 December 2018 (page 4)
4. Research Symposium – Thursday, 3 May 2018; 3pm – 8pm
 - a. Student application deadline 23 March 2018
5. Global Opportunity Grant application (page 4)
6. Study Abroad
 - a. Spring Break 2018
 - i. Buenos Aires
 - ii. Venice
 - iii. Costa Rica
 - b. Summer 2018
 - c. Winter 2019
 - d. Faculty application
 - i. timeline (page 6)
 - ii. guidelines (page 7)
7. 2018-2019 Global Citizenship Theme
8. Fall 2018 Global Grants – call for proposals –Date?
9. Chair's Report
10. Announcements
11. Adjournment

Global Council COMMITTEE MINUTES

30 November, 2017; 12:45pm – 2:05pm

HSS 301

<p>Council Members Present: Pete Morris, Chair Denise Kinsella, Vice Chair Peggy Kravitz Delphine Broccard Catherine Weir Jamar London Carol Davis Sharon Allie</p> <p>Council Members Not Present: Nancy Grass (excused)</p>	<p>Others Present: Alexandra Tower, Botany Maggie Lo, AS Lauren Movius, Communications Lisa Moss, Career Center Catherine Miller, ECE Laura Manson, ECE Cecilia Martinez-Gil, English Hari Vishwanadha, English</p>
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1. Call to order: 1:00pm
2. Public Comments: Catherine Weir expressed gratitude to council member Peggy Kravitz on behalf of the Global Council for her service as a Global Council member and her contributions to Global Citizenship at SMC. Peggy is retiring from Santa Monica College in December 2017.
3. Approval of minutes: Motion by Carol Davis to approve the minutes of November 9, 2017. Seconded by Jamar London. Approved unanimously.

I. Chairs' Reports

A. Venice and Buenos Aires spring break study abroad trips are at 25 initial deposits each. Global Citizenship scholarships totaling \$17,525.00 were awarded to 15 participants on the Venice trip. Scholarships for Buenos Aires are still pending.

B. Fall Global Grants:

1. Delphine Broccard reported that the Denise Frohman event, *Finding Your Voice*, was a great success. The venue was filled to overflow capacity. Denise also met with SMC clubs and other groups. Due to its popularity, the possibility of a return visit to SMC by Ms. Frohman will be considered.
2. Peggy Kravitz reported that the International Day on the quad during International Education Week was very successful. There were tables representing a variety of countries as well as tables for Modern Languages and Study Abroad. Students were given a paper passport to get stamped as they visited at each table.
3. The selection of a co-leader for Study Abroad Latin America for summer 2018 is not final.
4. Ashanti Blaize, Communications, will be coordinating activities related to First Amendment Week which will coincide with the Global Research Symposium in May.

II. Action Items

The council discussed five global grant proposals for spring 2018. Proposers were invited to attend the meeting to discuss their proposal and answer questions from the council.

1. Spring 2018 Internship & Volunteer Fair – Lisa Moss, Career Center - Requested amount: \$1480.00.
 Lisa Moss of the Career Center requested a grant to support their annual internship fair held each May. At the fair over 80+ employers participate and interact with students. The request was for marketing materials and supplies including tablecloths, student giveaways/prizes, decorations, and a banner. After the discussion a motion was made by D. Broccard and seconded by P. Kravitz to recommend \$1380 for supplies and marketing. The motion was approved unanimously.

2. Forest Kindergartens-Catherine Miller, ECE - Requested amount: \$3000.00
Early Childhood Education requested a grant to support an event featuring presenter Rikki Rosen, director of the Borneoen Bonsai School outside of Copenhagen. Ms. Rosen would present to students, teachers, parents, and educators on the benefit of the forest education philosophy. After the discussion a motion was made by P. Kravitz and seconded by C. Davis to recommend \$1850 for the speaker fee and marketing. The motion was approved unanimously.
3. Fighting for International Human Rights through the U.S. Courts-Carol Davis, English – Requested amount: \$600
Professor Davis requested a grant to support an event featuring a UCI professor and director of the International Human Rights Clinic from the UC Irvine School of Law who will speak about the fight for international human rights through the U.S. courts in cases involving topics such as torture and human trafficking. After the discussion a motion was made by C. Weir and seconded by D. Broccard to recommend \$600 for the speaker fee and marketing. The motion was approved unanimously.
4. Poetry Reading by Victoria Chang-Hari Vishwanadha, English –Requested amount: \$500
Professor Vishwanadha requested a grant to support an event featuring Victoria Chang, an award winning Chinese poet. After the discussion a motion was made by P. Kravtiz and seconded by J. London to recommend \$500.00 for the speaker fee and marketing. The motion was approved unanimously.
5. Global Community in Translation: Transmutations across Time, Space, Culture, and Medium-Cecilia Martinez-Gil, English – Requested amount \$3000.00
Professor Martinez-Gil requested a grant to support a half day event for students, staff and community about the role that translation plays in the media and cultures from around the world and how translation can foster and support a creative global community. After discussion the council asked Ms. Martinez-Gil to revise her grant proposal and submit it for review at the next Global Council meeting.
6. Recommendations will be forwarded to the Academic Senate and the SMC Board of Trustees for approval.

III. Adjournment

The meeting was adjourned at 2:15 pm.

Next meeting to be Thursday, December 7, 2018 - HSS 301 - 12:45 pm

Global Council COMMITTEE MINUTES

11 December, 2017; 3:15pm – 3:45pm

HSS 301

<p>Council Members Present: Pete Morris, Chair Sharon Allie Carol Davis Nancy Grass Peggy Kravitz Jamar London</p>	<p>Others Present: None</p> <p>Council Members Not Present: Denise Kinsella (excused) Delphine Broccard (excused) Catherine Weir (excused)</p>
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1. Call to order: 3:18pm
2. Public Comments: None

IV. Action Items

The council discussed a revised global grant proposal for spring 2018, requested of and submitted by Cecilia Martinez-Gil of the English Department. While the committee supported the overall idea behind the project (“Global Community in Translation: Transmutations across Time, Space, Culture, and Medium”), the committee remains concerned about the logistics of the event—including timing and venue—in terms of involving as large and diverse a population of students as would justify its overall cost.

The committee voted to *not* recommend funding for the Spring 2018 cycle and to instead invite a resubmitted proposal for the 2018–19 academic year. (Moved by Nancy Grass, Seconded by Sharon Allie; motion approved unanimously, 6–0.)

V. Adjournment

The meeting was adjourned at 3:35 pm.

GLOBAL OPPORTUNITY GRANT APPLICATION – DR. JENNIFER M. HSIEH

To the Global Citizenship Council,

I am submitting a request for the Council to consider co-sponsoring a new event that I would like to introduce to the SMC community – a Family STEM Festival. As an adviser for the SMC Chemistry Club, I am working with the club and many other entities on campus to host the STEM festival for families from the Westside to bring their kids (preschool through high school) to campus in order to actively engage in the STEM disciplines. I have selected Saturday, April 21 to coincide with Earth Day. As such, we will try to incorporate environmental components into many of our activities.

My motivation for starting this project is to spark an interest in STEM early on in children’s lives and continue to fuel that interest by making the event an annual tradition. The broader implications of hosting such an event include promoting our STEM curriculum, building a stronger relationship with the community, recruiting new students, and increasing scientific literacy and environmental awareness in our local community.

I have reserved the cafeteria where we will have 15 stations with hands on activities/demos for younger children. These activities will be organized and run by the various STEM clubs on campus. I will reserve several of the smaller Science Building lecture rooms for workshops designed for middle school/ high school students that will be organized and presented by STEM faculty and their students.

Confirmed activities include:

- James Mahan has agreed to give two Planetarium Shows and has offered to donate the shows so that we are not obligated to pay his fees.
- Ferris Kawar plans to open the Sustainable Works Center for tours.

- Roman Ferede (Chemistry), Rasheeda Hawk (Biology), and Christyanne Melendez (Geology) have agreed to host workshops.
- Kristin Lui-Martinez (Math) is organizing an “Integral Bee”, similar to a spelling bee, but doing integrals instead of spelling.
- Chemistry Club, Natural History Club and STEM Club are planning to participate.
- Melanie Bocanegra (STEM program), Delores Raveling (Counseling), Kiersten Elliot (Community & Academic Relations) and Nancy Grass (AS) are all helping in different capacities with supporting, organizing, and promoting the event.

We are planning to give each participant a “Lab Notebook” to collect observations from their different “experiments” for the day and we will collect the notebooks with their data and a few metrics like grade level, school that they attend, etc. and we will incentivize turning into the notebooks before they leave by offering small prizes and a chance to win a big prize. We are soliciting donations from local museums and family friendly attractions for the big prizes. Chemistry Club plans to compile the data and present it at the Global Citizenship Symposium in May.

I have attached a budget for the event. I am asking that you consider contributing \$200 to the event. Once we secure support from a few groups on campus, we will request matching funds from AS.

Thank you for your consideration.

Jennifer M. Hsieh
Associate Professor of Chemistry & Biochemistry

SMC STEM Family Festival 2018

Expenses	
<i>Supplies</i>	
Supplies for each booth (15 booths)	450.00
"Lab Notebooks" to collect data from participants	50.00
Prizes for participants to complete and turn in their "Lab Notebooks"	350.00
Prizes for Integral Bee	150.00
<i>Advertisements</i>	
Flyers	40.00
<i>Other</i>	
Planetarium Lectures	200.00
Total Expenses	1,240.00
Revenue	
Planetarium Lectures - Donated	200.00\$
Prizes donated by Chemistry Club	50.00\$
Prizes donated by museums	100.00\$
Chemistry Club ICC Allotment Funds	100.00\$
Total Revenue Pledged	450.00
Net Balance Unpledged	(790.00)

Proposed Timeline for Faculty Applications to Study Abroad

For summer 2019:

- 1) March 2018 - (maybe flex day: Study abroad workshop?) - Call for proposals.
- 2) Mid-May 2018 - Application deadline The application form should include a check box with a space for a date for:
 - a. Interested faculty meet with the future lead faculty about compatibility of the two courses to be taught
 - b. Include a statement for the dept. Chair that says something to the effect that "I have met with the candidate. I agree that the proposed course will be of value to the study abroad program, and that the candidate is prepared to teach the proposed course abroad."
 - c. Include faculty bio and photo (so that admin. doesn't have to chase after anyone for it later).
 - d. Sign a statement saying that the faculty member accepts the responsibility of the faculty to recruit students, a space will be left for the interested faculty to explain how s/he will recruit (apart from mentioning it to his/her respective classes)
- 3) Late May 2018 - Global Council reviews applications
 - a. recommend in exec. meeting
 - b. recommend to full senate
- 4) June 2018 - recommend to Georgia
- 5) September 2018 - Announce the selected proposal and a "SAVE THE DATE" for the program to students.

For Winter 2020:

- 1) Summer 2018 - Call for proposals. (Summer Session? at opening day?) bulletin during Summer Session to let faculty know that there will be a call for proposals at the beginning of the school year
- 2) Mid-November 2018 - Application deadline. The application form should include a check box with a space for a date for:
 - a. Interested faculty attend an info session about the upcoming program. (in other words, more than a year before the target program)
 - b. Interested faculty meet with the future lead faculty about compatibility of the two courses to be taught
 - c. Include a statement for the dept. Chair that says something to the effect that "I have met with the candidate. I agree that the proposed course will be of value to the study abroad program, and that the candidate is prepared to teach this course abroad."
 - d. Include faculty bio and photo (so that admin. doesn't have to chase after anyone for it).
 - e. Sign a statement saying that the faculty member accepts the responsibility of the faculty to recruit students, a space will be left for the interested faculty to explain how s/he will recruit (apart from mentioning it to his/her respective classes)
- 3) Late Nov 2019 - review applications
 - a. recommend in exec. meeting
 - b. recommend to full senate
- 4) Dec 2019 - recommend to Georgia
- 5) Jan 2019 - Announce the selected proposal and a "SAVE THE DATE" for the program to students.

And for Summer 2020:

- 1) March 2019 (flex day? before the 2018 info sessions begin) - Call for proposals.
- 2) Mid-May 2019 - Application deadline. The application form should include a check box with a space for a date for:
 - a. Interested faculty attend an info session about the upcoming program. (in other words, more than a year before the target program)

- b. Interested faculty meet with the future lead faculty about compatibility of the two courses to be taught
 - c. Include a statement for the dept. Chair that says something to the effect that "I have met with the candidate. I agree that the proposed course will be of value to the study abroad program, and that the candidate is prepared to teach this course abroad."
 - d. Include faculty bio and photo (so that admin. doesn't have to chase after anyone for it).
 - e. Sign a statement saying that the faculty member accepts the responsibility of the faculty to recruit students, a space will be left for the interested faculty to explain how s/he will recruit (apart from mentioning it to his/her respective classes)
- 3) Late May 2019 - review applications
 - a. recommend in exec. meeting
 - b. recommend to full senate
 - 4) June 2019 - recommend to Georgia
 - 5) June 2019 - Announce the selected proposal and a "SAVE THE DATE" for the program to students.

Proposed Application for Faculty Applications to Study Abroad

*Note: The first 1.5 pages of the official application document has been left out of this review.

Upon Acceptance to the program

1. Upon acceptance, faculty for the program will work with the study abroad staff to further discuss program details, and to actively recruit students for the program.
2. SMC faculty members conducting study abroad are required to have valid certification for Red Cross First-Aid CPR training and other training deemed necessary prior to program departure. Proof of certification one month prior to program departure is required. Any required training costs will be covered by Santa Monica College.
3. Faculty will need to complete a Medical Release Form.
4. Based on the attached itinerary and your proposed course offering(s) the accepted faculty member may be asked to write a brief description (no more than 2 paragraphs) of the program, emphasizing the educational benefits for students. This summary may be used for marketing purposes.

Application Process

To apply to lead the Study Abroad program for [insert intersession and year], please follow the steps outlined below.

Note the deadline for proposals is [insert time and day]

5. Please scan and email your completed application and signature page to studyabroad@smc.edu. Please note that you and your department chair must sign the signature page (page 4).
6. If your application is selected, you will be asked to present a 5 minute presentation and allow for questions about your proposal at the Global Council meeting on [date/time here]. Please let us know if you have a scheduling conflict.
7. After applications are reviewed by the Global Council, they will be sent to the Academic senate for approval. Then, it will be forwarded to The Office of Academic Affairs for final approval. All applicants will be notified of their application status by [insert date here].

Your completed application must include:

- A. Name, department, e-mail, and work, home, and cell telephone numbers of faculty member initiating this proposal. Your personal contact details are requested as program development takes place over the summer.
- B. What, if any, is your experience with the proposed program location?
- C. What individual or group travel experiences have you had? What qualifications do you have that make you well suited to lead a study abroad program?

- D. Identify a transferrable, general education course that you have taught on campus at SMC, and that you would like to teach abroad. Please list the transfer and IGETC qualifications for the course. Please also indicate an alternative course.
- E. Write a brief description (1-2 paragraphs) of your first choice proposed course.
 - a. Consider contact hours when designing your schedule: The total number of contact hours awarded per course must meet the minimum number of hours of the course of record (1 credit typically requires at least 18 hours of classroom or other supervised instruction).
 - b. Contact hours cannot be awarded for a “visit” or a “tour” unless those activities include a lecture, discussion, or other instructional activity.
 - c. Contact hours can be “front-loaded” during the weeks spent on campus to allow for more flexibility with excursions during the study abroad program while following the course of record.
- F. Select two of the excursions or activities listed in the attached itinerary. Briefly explain how these would complement the course you plan to teach, and include a suggested assignment/discussion for each. Please note:
 - a. Because the Global Council would like applicants to demonstrate their understanding of the potential for cultural enrichment of the curriculum, this aspect of the application is one of the most important.
 - b. The attached schedule of suggested activities and excursions are culturally and historically significant, and were selected to engage students in the local community, and to complement the overall study abroad experience.
 - c. Please keep in mind that the schedule is not finalized, and therefore some modifications may be made, pending review.
- G. Identify and suggest two additional itinerary items – not already in the itinerary – in the host country (museums, excursions, sites, experiences, etc.) that would reinforce the content of your course? Please keep in mind affordability of the trip when you answer this question.

Signatures

I certify that I am prepared to teach the proposed course in the above international setting.

Faculty Signature	Date
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As Chair of the department, I have met with the candidate. I agree that the proposed course will be of value to the study abroad program, and that the candidate is prepared to teach the proposed course abroad.

Department Chair Signature	Department	Date
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**Please submit the completed application and signature page electronically to studyabroad@smc.edu
All application materials are due by [date/time]**