



October 7, 2005

Dear Colleagues:

I hope that you had an excellent summer and that the fall semester is rolling along smoothly for you. I interrupt your undoubtedly busy day to update you, as I did last year at this time, on initiatives and changes to the CIEE Academic Consortium Board (ACB.) The full text of that letter is available on the CIEE website at (http://www.ciee.org/academic_consortium/join_AC/member_update.aspx). I thought it would be useful to briefly update you on some of these items in addition to providing you with an update of what the ACB has been doing over the last academic year.

Communication Plan

The ACB began individualized outreach to each CIEE Academic Consortium member institution during the 2004-05 academic year. This outreach took various forms including phone conversations, email exchanges, and in person meetings. The goals, as outlined last year, were to have a specific mechanism in place for the ACB member to reach out to a set of institutions in the Consortium and to be sure that each Voting Representative had a specific ACB member that they could contact.

We were very pleased with how this plan worked in the past year and we will continue along similar lines this year. Included in this mailing is the list of CIEE Academic Consortium Voting Representatives and ACB member assignments.

Election Process and Term Limits

We also held the first election under the slightly revised nominations and election process. I'm delighted to announce that Neal Sobania, formerly from Hope College and now at Pacific Lutheran University and Joan Raducha, University of Wisconsin-Madison have been elected to the ACB for three year terms. Kathleen Sideli, Indiana University, and Peter Wollitzer, University of California-EAP were also elected to second, three year terms. Neal and Joan will join the ACB following the fall 2005 ACB meeting at the CIEE Annual Conference in Miami.

The Nominating Committee (ACB Executive Committee and J. Scott Van Der Meid, Brandeis University) will meet at the CIEE Conference in Miami to begin the process for the 2007 ACB election. Please let me know if you or someone on your campus is interested in possible ACB membership.

Lastly, my colleagues on the Board, after much discussion of process and continuity, have voted that I should continue as Chair for an additional two years, completing the full term of an elected chair, as a supernumerary member of the ACB.

The membership rosters of the ACB for 2005 and 2006 are also included in this mailing.

Interim Program Evaluations

We completed a number of Interim Program Evaluations during the 2004-05 academic year. The interim evaluation, conducted by a single ACB member, is used where a program is new and has yet to enroll more than a small number of students; for programs where a significant issue arose during a full ACB evaluation and where quick follow up is appropriate; and for programs that may not require a full evaluation as regularly as others.

CIEE staff and the ACB are very pleased with this more flexible approach to program evaluation, which was devised not to forestall full-scale faculty evaluations, but because we noted that no evaluation of any kind was being conducted for programs that are slow to grow as they were too small to warrant the considerable expense of time, money and energy involved. It also provides us with a way of responding rapidly and effectively when an issue arises with a program.

CIEE Staffing

As you know, Michael (Mick) Vande Berg joined CIEE as the new Vice President of Academic and External Affairs in April 2005. At that time, Martin Hogan became the CIEE Vice President for Program Management and Development. Martin is responsible for overseeing the Portland based Program Directors, who in turn, manage the CIEE Resident staff and program operations around the world. Mick oversees External Relations (Campus Relations and Communications, including the CIEE Annual Conference) and will transition into Academic Affairs as William (Bill) Cressey moves closer towards retirement. During the next year, Bill will also be working on special projects such as the new CIEE Teachers Manual, Knowledge series and Our View series.

Program Development

CIEE makes small changes to programs on an ongoing basis. CIEE has worked with the ACB on program development since its inception in 1995; the role of the ACB is to give advice, direction, and approval to any new CIEE Study Center programs. While this relationship has worked to some degree, the ACB, working with CIEE staff, is working on a program development model that will bring the ACB into the discussion at a much earlier juncture.

The essential component of the model is that when staff have developed a new idea for a program, Martin Hogan as well as one of the Regional Study Center Program Directors based in Portland notifies the ACB Executive Committee about the new program idea and they in turn work with the other members of the ACB to find resources to assist in the development. This brings the ACB into the development process at a much earlier stage and leverages the expertise of the group. The ACB could, if need be, go out to other AC members and/or former ACB members to find the best resources for a particular program idea. There is a strong feeling among staff and the Board that this process will streamline the program development process and enable it to become even more transparent.

New Programs

In addition to giving consent to a host of minor program improvements, the ACB this past academic year approved the following new CIEE Study Center offerings:

- Bonaire: Marine Biology in the Caribbean, Summer and Semester
- England: London, Addition of Programs at University College, London (UCL) and School of Oriental and African Studies (SOAS), Semester and Academic Year
- Ireland: Dublin, Addition of Program at Dublin City University, Semester and Academic Year
- Italy: Ferrara: Liberal Arts Program
- Japan: Tokyo, Sophia University, Summer
- Korea: Seoul, Yonsei University, Semester and Academic Year
- South Africa: Service Learning Program, University of Cape Town, Semester
- Spain: Palma de Mallorca, Universitat de les Illes Balears, Business and Tourism, Summer, Semester and Academic Year
- Spain: Advanced Liberal Arts Program, Universitat de Barcelona, Semester and Academic Year

Details on these new programs are available in the CIEE program catalogs available either in print or on the CIEE website.

Program Evaluation

The ACB reviewed and approved a number of evaluation reports at the November 2004 and April 2005 meetings. You are invited to read full evaluation reports on the CIEE website. The CIEE Study Center programs that were evaluated during the academic year 2004-05 include:

Brussels, Belgium
 Dublin, Ireland
 Ferrara, Italy
 Guanajuato, Mexico
 Cape Town, South Africa
 Barcelona, Spain
 Seville, Spain – Summer
 Taipei, Taiwan

Upcoming evaluations during the academic year 2005-06 include:

Monteverde, Costa Rica
 Santiago, Dominican Republic
 Paris, France – Summer
 Hyderabad, India
 Tokyo, Japan
 Amsterdam, Netherlands
 St. Petersburg, Russia
 Khon Kaen, Thailand

Program Monitoring

The ACB continues to monitor all programs on a yearly basis. This process involves working through all the written and tabulated materials available, and is designed to assure that no drift or crisis impedes the continued smooth operation of any program. The monitoring process will be complete by October 1 each year. A statement of the monitoring process along with a list of which ACB members monitored which programs will be available on the CIEE website after the fall 2005 CIEE Annual Conference. ACB

representatives will be happy to respond to their constituents if there are any questions about this process or about specific program issues.

CIEE and the ACB owe special thanks to Margery Ganz for her work coordinating the evaluation and monitoring process.

As you see, it has been a busy year for us and for CIEE staff. We look forward to seeing you at the Annual Conference in Miami. While we all share many regrets and sadness for New Orleans, our intended destination, we nonetheless anticipate an excellent conference, and look forward with pleasure to catching up with AC members.

With all good wishes for the new semester,

Jane Edwards
Director of International Programs, Harvard University
Chair, CIEE Academic Consortium Board

Enclosure