

OVERSEAS STUDIES PANEL

MINUTES

September 26, 2005

1:00 – 3:00 pm

TSC 205

I. INTRODUCTIONS AND WELCOME:

Tom Hollihan, chair of the panel, indicated that he has been involved in discussions with the provost's office about the curriculum process, and he believes the Overseas Studies Panel will continue to meet and discuss overseas studies programs. The panel's goal should be to help academic units internationalize their curriculum and improve their overseas offerings, not to block proposals. There is a general attempt on the part of the provost to have greater faculty participation. Tom Hollihan is inviting representatives from the different programs under review to attend the meetings when their items are on the agenda.

II. INFORMATION ITEM:

Data were provided by The College, Annenberg, Business, and Architecture about the number of students studying overseas in 2004-5. Peter Hilton of the College Overseas Studies Office reported that the office facilitates 46 programs in 23 countries. There has been a 16-18 percent increase in attendance every year for the last four years. Many students are not from the College, and this office also runs two programs for other schools—Fine Arts (Cortona) and Theatre (London BADA). Peter is willing to consult with smaller schools on developing semester- and year-round programs. Representatives from Business, Architecture, Annenberg and the College meet regularly to discuss best practices. Peter reported that as is true nationwide, more women than men attend, the greatest interest is in Western Europe, and student mental health is becoming a greater area of concern.

DEFERRED ITEM:

III. ARCHITECTURE

Req. by Robert H. Timme

DISCUSSION ITEM: Request for a three-year review cycle for their overseas programs

Attachment:

Memo from Timme to OSP (4/6/05)

- **4/14/05 OSP MEETING: DEFERRED to panel.** No decision was made on this issue due to the lack of a quorum by the time the meeting ended. However, it was determined that the Architecture overseas programs offered in the summer should in the future be treated like regular semester programs (requiring a #201 form for revisions or new programs), rather than as ISPs, since they are intended to earn 15 units and offer the same courses as the semester programs. They would be reviewed on the same basis as semester/year programs.
- **DISCUSSION:** Architecture's request, and the recently provided memo to the OSP dated 9/16/05 from Charles Lagreco, Associate Dean of the School of Architecture, were reviewed and considered. Since the Saintes program was approved in Spring 2005 for one year, it will be reviewed in Spring 2006. At that time, the panel will consider how to get Architecture into a cycle where all three of their programs (Saintes in fall, Como in spring, Asia in summer) can be reviewed at the same time. Since OSP may change its policies regarding program reviews, it makes sense to wait until that decision is made to determine the Architecture cycle.

NEW ITEMS:

IV. MARSHALL SCHOOL OF BUSINESS

Req. by Thomas Gilligan

Add 4 new locations to the Marshall School of Business Undergraduate International Exchange Program

Eff. Spring 2006

- **DISCUSSION:** Sean O'Connell explained that students participating in these programs take their "senior concentration" coursework abroad (or may take two concentration courses and two electives and complete the concentration at USC). The School selects programs with sufficient Business coursework offered in English, and they must be ranked in the top 50 business programs worldwide by the Financial Times or Business Week. USC faculty have contact with these programs. All are exchange programs, with the number who can be sent limited to the number they send us. Most partner institutions only want to exchange a few students a year with any one university, so Marshall wants to increase the number of options in order to meet student demand. Many international business schools are just starting to offer undergraduate programs. Students are allowed to take courses in the host language, but it is not recommended because most students don't have the necessary technical vocabulary.. The application process is competitive; they have 70 openings now but they hope with the approval of these programs to have 100. These programs have the added benefit that international students come to USC, and some faculty interaction occurs.

A. **HED School of Management, Paris, France** [15-16 unit program]

Spring only. Students will take courses in the Grand Ecole MSc program. Students take 25-27 HEC units for 15-16 USC units.

- **APPROVED.**

B. **Korea University Business School (KUBS), Seoul, Korea** [15-16 unit program]

Fall and spring. Students will take a minimum of five courses for 3 units apiece.

- **APPROVED.**

C. **Rotterdam School of Management, Erasmus University of Rotterdam, Rotterdam, Netherlands**

[16-18 unit program] Spring only. Students will take courses in the International BBA program in the winter and spring trimesters. Students take 27-30 Rotterdam units to earn 16-18 USC units.

- **APPROVED.**

D. **ESADE University Business School, Barcelona, Spain** [16-18 unit program]

Spring only. Students will enroll in the winter and spring quarters and take a minimum of four courses per quarter for 2 units apiece.

- **APPROVED.**

NOT ON THE AGENDA, BUT DISCUSSED:

Tom Hollihan suggested that the panel might want to reconsider the review process for both ISPs (International Summer Programs) and semester/year programs. Until four years ago, the panel required that each International Summer Program be reviewed by the panel every year, giving closer scrutiny to our own USC courses than to those semester- and year- programs which are usually taught by other schools. Now, if a program is approved for three years, in the intervening two years the department provides all the same material to the curriculum office, but it is only reviewed by the panel chair, and if he approves the program, the panel is not involved. This year, six ISPs are due for their three-year

reviews (Dijon, Verona, and four graduate internships in Journalism), in addition to one ISP approved for one year last year (IR Geneva). A decision needs to be made about what the panel requires for these reviews. In the past, departments provided for each year all student evaluations, a list of student courses and grades, and a director's report. Tom Hollihan suggested that instead we only require a director's report and a summary of the student evaluations. He felt there was no need to review grades, which are often high, because these programs generally select only students with a high GPA to attend. The key issue is that the dean must be aware of problems and take steps to address them.

For semester and year abroad programs, we have not required annual submissions, as we do for ISPs. Large programs (10 or more students per year) have been reviewed every three years, and small programs every five years, with a "mini" review after three years. Three schools sponsor programs in which USC courses are taught: Architecture (Saintes, Como, Asia), Annenberg (London), Spanish (Madrid), and French (some of the courses taken in Paris). In these cases, the school sends its own faculty, or hires local faculty. These programs send a lot of students in their own major, and ideally are visited regularly by USC faculty. They require scrutiny by deans and directors, but they don't necessarily require scrutiny by the panel. It seems unlikely departments would be happy with their own majors earning many units in courses which were not academically appropriate.

However, the majority of overseas programs offer either courses taught by a consortium (e.g. SIT), or direct enrollment in another institution. For many of these programs, there is a school or department that feels strong ownership of the program, but for others, especially programs in The College attended by many different majors, there is no department that claims ownership. Sometimes it is difficult to get faculty to review them. In addition to a director's report and a summary of evaluations (which might substitute for the actual student evaluations), we could ask the dean to provide a statement describing the faculty involvement in the program, and/or offering a rationale as to why the program is appropriate for our students. The panel wants to see that someone in the department is looking closely at the current programs and is able to confirm that these programs meet the needs of our students. It seems useful to ask deans or those to whom they delegate responsibility for their academic course offerings to provide such reviews. Staff members who operate the programs are likely to recognize situations where there are co-curricular problems, such as with housing, but faculty need to determine whether the programs are appropriate academically. On the other hand, OSP has approved some institutions that don't measure up to USC'S high academic standards (e.g., weaker library collections, less than ideal laboratories, inadequate computing systems, etc.) because we believe that there are other benefits to be had in studying overseas. Tom Hollihan agreed to develop draft language to guide program directors and/or deans in submitting requests for reviews of existing programs. This draft language will be circulated and discussed at the October panel meeting. Reviews that are near completion with the materials that have been requested in the past may continue in that manner until a final decision is made about what materials the panel needs.

Semester/year program reviews due in the fall include, from the College, full reviews of Queensland, Bilbao, Taiwan, Sussex, Milan IES, New Zealand, USC Madrid program, Austria, Berlin, Freiberg, South Africa, and Queen Mary, and mini-reviews of Brazil and Ireland, and from Business, mini review of Bocconi (Milan). Six reviews are slated for spring. Several proposals for new programs are expected from Annenberg and The College.

Members present

Yehuda Ben-Zion
Steve Bucher
Roberto Diaz
Frances M. Fitzgerald (*support staff*)
Stacy Geck
David Glasgow (*ex-officio*)
Thomas Hollihan (*chair*)
Erin Quinn
Kristen Taylor (*student*)

Members absent

Eugene Bickers (*ex-officio*)
Elizabeth Garrett *ex-officio*)
Peter Starr (*ex-officio*)
Kenneth Servis (*ex-officio*)

Guests

Peter Hilton (*The College OSO*)
Sean O'Connell (*Business School*)
Edwenna Werner (*for Dean Servis*)

Thomas Hollihan, Chair
Overseas Studies Panel

Date