1. **Admission Requirements: GRE and TOEFL Score Revision**
   Brooke Cutler, Director for International Admissions, discussed the withdrawal of ETS from Nigeria, prohibiting students from access to taking the GRE and TOEFL exams. After discussion, it was determined that no revision in policy was needed. Instead, Brooke’s office would draft an email in collaboration with Admissions and the Office of Graduate Studies (OGS), to be sent to program directors and graduate faculty to inform them of the situation and options, such as the 10% exception, that may be used for students coming from Nigeria without GRE or TOEFL Scores. Brooke also introduced Hanna Lowenthal, Associate Director for International Admissions.

   Dr. Levine waived the order of the agenda, and with Brooke and Hannah present, moved discussion to the proposed Bologna policy.

2. **Admission Requirements – Bologna Process**
   Hannah provided some background on the Bologna process and its application in Europe. Dr. Alex Levine presented draft wording for a policy for USF to officially begin accepting the 3-year degrees for purposes of admission qualification. Additional information from Hannah will be sent to OGS for discussion at the January meeting. TABLED.

3. **Professional Development Survey Update**
   Peter Harries presented the final versions of the surveys. Motion to approve. APPROVED.

4. **Faculty Mentoring**
   The Committee reviewed the research data and discussed the options for establishing a policy. It was determined no policy is currently needed and existing information in the Catalog is sufficient. Motion to REMOVE FROM AGENDA – APPROVED. The members noted that they would be open to revising the issue of best practices at a future meeting.

5. **Course Process Timing Proposal**
   Dr. Levine provided an update on the Associate Dean responses. A few were open to the proposal, a few were not in favor of it. The Committee discussed the various issues that led to the proposal development and that there is still a need for resolution of the timing issues. It was determined to contact the Associate
Deans from a few colleges and request a representative attend the January 13 meeting to discuss possible solutions. OGS will repost the research collected on the timing data.

6. **USF Policies for Comment:**
   10-039 International Educational Experiences for Students – reply by Dec 16
   The Committee reviewed the language as presented. Recommend approval with no revision. APPROVED.
Proposed Policy: USF System Policy
Number: 10-039
Subject: USF International Education Experiences for Students

I. INTRODUCTION (Purpose and Intent):

The Education Abroad Office is a system-wide office designated to facilitate, promote and support student mobility abroad. All students or University-sponsored student groups traveling abroad are required to 1.) Obtain the University’s international emergency health and evacuation insurance, or provide proof of comparable coverage 2.) Report all such activity to, and to have a risk assessment conducted as part of the approval process by, the USF Education Abroad Office. This includes, but is not limited to undergraduate and graduate students who engage in USF-sponsored or independent study abroad and exchange programs, internships, international research, conference presentations, travel conducted as part of a USF course offering, service learning, or any international activity sponsored or promoted by the University of South Florida System (USF System) or its employees. With the approval of the Provost, the Education Abroad Office is authorized to assess service charges related to the cost of delivery of International Education Experiences.

Authorized and Signed by:
Ralph Wilcox, Provost and Executive Vice President
Judy Genshaft, President