

# CISS Meeting Minutes

## Minutes for March 18, 2005

1. **Introductions:** Meeting was called to order at 11:00 a.m. Members welcomed and introduced. In attendance were: Nancy Shumaker (Georgia Southern University), Marisa Foreman (UGA) Charlene Graham (Floyd College), Sabrina Stewart (Atlanta Metropolitan College), Jeanette Luster (Atlanta Metropolitan College), Doug Podoll (Georgia State), Maggie Scott (Kennesaw State), Jean Myers (Clayton State).
2. **New TOEFL and new TOEFL scores:** Launch in US, then Western Europe. Refer to page 6 comparison for reading. New scoring layout: [550]-[213]-[79]-[80] Complete rollout schedule due November 1, 2005. Send link to ListServ. Make recommendation to USG about scores, Joan about guidelines for "bridging" students. Time limit for TOEFL scores? Ask those attending NAFSA to give me feedback from sessions there.
3. **Generic orientation manual for international students:** OIE has compiled one for USG – can be used as template for modification by individual institution. Request to Sue Watson. It is not on Website.
4. **Social Security Numbers and international students trying to establish bank accounts and other related problems:** In Athens problems with scholars because social security expects same paperwork as students, which scholars do not have. Georgia State sends letter and indicates financial support needed to attend university. Committee needs to develop a set of "under the radar" strategies with tips for public utility companies, cell phone companies, bans, etc. Sample letter suggest outreach by International Ed Office to those companies.
5. **International insurance policy RFP and bidding process:** Anne Mays has had complete RFP for three weeks. If she does not post/release it by Tuesday, Larry will report her to DOAS. Doug will send Website and RFP number so that Sue can resend email to ListServ with that information. We need to revise dates – Doug will recommend change to Larry. Current policy runs out July 31 – need renewal or new policy up and running by August 1, 2005.
6. **ABAC workshop on international student and scholar employment issues to be held on April 8.** First workshop at Clayton on study abroad and then international students and scholars April 8 at ABAC – need to know by April 1. Try target north (Clayton) and then south (ABAC). One on employment – should include HR folks. Sue will repost on Listservs.
7. **New Business:** Tax Workshop. Doug has been holding workshops on campuses – need VP for finance, whoever is responsible for athletics, Financial Account, student fees, controller, IT for software, HR , payroll, International Office – Takes about half a day. Trying to get workshop at Georgia State by Donna Kepley (author and president of Glacier and Sintax) in May 18, 19, 20. Will cost about \$300-\$400 per individual. Students can go to: [utexas.edu/international/taxes](http://utexas.edu/international/taxes)
8. **Announcements:** Doug is now the Georgia Whip for NAFSA. There is now a resolution on floor of House sponsored by NAFSA saying in essence "Isn't international ed a good thing?" Asking for NAFSA members to recruit congressmen and senators to support resolution. A senate bill about access for F and J students, visa process would become transparent, no interviews for F students, ESL students could study B2 visa (\$35 service fee), all reciprocity treaties need to be renegotiated to change 214B wording.

270 Washington Street, S.W., Atlanta, GA 30334

U.S.A.