

## **International Institute APC Meeting Minutes**

May 3, 2006

Present: A. Alter, G. Bousquet, W. Christensen, M. Curtin, R. Hess, M. Kenoyer, D. Morgan, L. Pescatore, J. Pevehouse, G. Podesta, J. Raducha, M. Schatzberg, S. Smith, A. Sutton, D. Tessman, J. Tishler, A. Tripp, A. Vargas, C. Williams, C. Woodards, L. Young, J. Zeitlin

I. Meeting commenced at 9:35 a.m. Minutes of March 29, 2006 meeting read and approved.

### II. Reports

A. Gilles spoke regarding the important role played by UW communications in helping to sustain the visibility of international programs. Ronnie Hess reported on the IS website, which is now going to be more prominent on the UW home page. There is also a site dedicated to International news under “more news” link on the home page; links to IS are still under “academics” as well. Ronnie encouraged members to view the website and send her feedback. She noted that students are the primary users of the website.

B. Derek gave the group an update on technology support, capabilities and costs. He covered workstation and application troubleshooting, email, automatic updates and server support. Derek listed equipment available for checkout, and the benefits and costs of video conferencing. The group discussed technology needs (faster computers, copier/scanner for Ingraham), and the various campus access points for video conferencing (Pyle Center, Van Hise, Ingraham, Bascom).

### III. Discussion items

A. APC approved the new voting procedures for recruitment packages: all listserv requests for faculty research support packages are approved unless the II Associate Director receives a reply requesting an online vote of Institute member programs.

B. Jonathan Zeitlin, Michael Schatzberg, Michael Curtin, and Andy Sutton will form a summer subcommittee to review Institute membership issues and consider various models to propose to the APC. The APC will revisit the issue and the Development Studies application for membership in the fall.

C. A draft copy of the 2006-2007 Institute budget was discussed, weighing the importance of various categories, fixed costs, and faculty retention issues. APC members inquired regarding connections between the strategic planning initiative and the budget for the upcoming year. Although some Institute costs are fixed by prior commitments, flexibility exists in some categories and these categories will likely be affected by decisions made in light of the strategic planning process. This was a first budget reading; the group will revisit budget at the first APC meeting in the fall.

D. APC members briefly discussed outcomes of the strategic planning workshop. Over the summer, a draft of the strategic plan will be circulated. The APC will discuss the draft at its first session in the fall.

Meeting adjourned, 10:50 a.m.