




November 18th, 2013

MEMORANDUM

TO: Sarita Rai
Director, Study Abroad Program

FROM: Reed Dasenbrock, VCAA 

SUBJECT: Program Review One Year Progress Report

Thank you for your memo of October 20th giving an update on the work that has been accomplished over the past year since the external Program Review.

The report recommended additional staff for the program, and you are receiving an additional staff member. It also commented on the quality and quantity of the space available to the program. You have requested additional space, and that request went to VC Cutshaw, who has responsibility over space. A challenge will be, of course, that Moore Hall where you are presently located is very cramped and virtually everyone in Moore Hall has a strong claim for additional space.

It also requested additional investments in the program. The position given by the Chancellor constitutes just such an investment. You have over the past year requested an increase in the Study Abroad fee. While this would bring in additional funds, it would also clash with another concern expressed by the Program Review, which is the cost of the program. I believe that you have a route to bring in additional funds, which is to grow the program, so that additional students bring in additional fees that can in turn be invested back in the program. Your carry forward is sufficient to forward fund any expenses that you believe would be recouped by enrollment growth. Given the budget cuts the campus experienced this year, this is the only possibility for growth in income over the short term.

We are not in a position to offer internally generated financial aid to the program at this time, as financial aid from UH sources is in fact overcommitted at the present time and will be over the near term at least. I do think that Study Abroad might well be an attractive development possibility, so something the program should consider is approaching former participants to see if they would be interested in helping to support future students' participation in the program.

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We will expect a three year progress report on issues raised in the Program Review by November 15, 2015.