I. REASON FOR PROPOSED ACTION

A change in the way the U.S. Department of State (USDOS) evaluates travel risk precipitated a review of all international travel-related policies. Language changes were required to be consistent with the USDOS’ travel advisory levels.

Additionally, non-academic student international travel (e.g., for conferences or Alternative Breaks) has been taking place, but the previous version of this policy only addressed academic-related international travel by students. There is also international adventure travel facilitated by the Health and Wellness Center. Thus, the definition of “student” was
expanded to include these various types of travelers, and “international” or “abroad” was expanded to also include U.S. territories where emergency services may be subpar to what we would expect in the continental U.S.

The policy outlines the minimum requirements expected from “student” international travelers and the consequences for policy violation.

II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW

Provost (3-29-20)
Legal (C. Puckett, 12-6-19)
Deans (12-18-19)
Senior Vice Chancellor for Student Success (L. Bowman, 1-2-20)
Executive Vice Chancellor for Administration & Finance | CFO, CU Anschutz (T. Carrothers, 1-21-20)
Senior Vice Chancellor for Administration & Finance | CFO, CU Denver (J. Sobanet, 12-4-19)
AVC for Academic Operations (N. Viveiros, 11-6-19)
Associate Vice Chancellor of International Affairs (A. Jones, 1-16-20)
Associate Vice Chancellor, Budget (CU Denver) (T. Haggerty, 11-6-19)
Associate Vice Chancellor, Budget (CU Anschutz) (R. Davis, 11-6-19)
University Risk Management (F. Perry, L. Smith, P. Brodnik, 10-3-19)
Office of Global Education (J. Tharp, S. Hamidi, E. Wheeler, N. Herrin, 10-3-19)
Asst Dir, Anschutz Health and Wellness Center (L. Smith, 1-14-20)
Director, Student Life (T. Watts, 10-3-19)
Emergency Management (M. Bear, 10-21-19)
Faculty Assembly CU Denver (11-13-19)
Faculty Assembly CU Anschutz (11-13-19)
ADASG (12-3-19)
ASAL (11-13-19)
Associate Director, International Operations (J. Wambeke, ongoing involvement)
Academic Planning Coordinator (M. Heredia, ongoing involvement)

III. LEGAL REVIEW

A. Do you think legal review would be required for these proposed changes?

Yes

1. If no, please explain. N/A

2. If yes, what is your plan to get the legal review? Ask Legal EA to assign attorney to review.

3. Date legal review completed: 12-6-19

4. Person completing legal review: C. Puckett
IV. Fiscal Review: Are there any financial (human resources, technology, operations, training, etc.) or other resource impacts of implementing this policy (e.g., cost savings, start-up costs, additional time for faculty or staff, new systems, or software)? Yes

The oversight for all student international travel is the responsibility of the Office of Global Education (OGE) within the Office of International Affairs. OGE is funded at 2.93 FTE from the general fund and the remaining staffing and operations costs are funded from those student participants that pay the OGE fee to participate in study abroad programs – e.g. faculty-led programs, internships, and through third-party providers. However, the population of students has been growing that are traveling internationally for practica, international rotations, independent research, and other international experiential learning. Note: this growing population does not pay an OGE fee for their study abroad services. There are approximately 150 students per year in this category with at least 100 of these students from the Anschutz campus. From 2010 – 2019, OGE developed a substantial reserve for emergency response, currency fluctuations, and enrollment fluctuations. However, from 2017 – 2019, almost half of this reserve was repurposed to support the ESL Academy off-campus rental costs. Given the resources required to support the growing number of students traveling abroad versus the ratio of those students paying an OGE fee, the OGE budget is now in a structural deficit. This deficit will need to be addressed in the coming years. Update: This is being addressed according to Lisa Atencio, February 2020.