**Hessen-Wisconsin Business Meeting Minutes**

NAFSA Conference - Vancouver  
**Wednesday June 1st, 2011 7:30 - 9:30 am**  
Sheraton Vancouver Wall Center Hotel

**In Attendance**

- Erika Müller-Blaß  
  Hessisches Ministerium für Wissenschaft und Kunst  
- Julia Knoke  
  Hochschule Darmstadt  
- Lucia Koch  
  Hochschule Darmstadt  
- Annabelle Bijelic  
  Fachhochschule Frankfurt  
- Winnie Rosatis  
  Hochschule Fulda  
- Judith Hayer  
  Hochschule RheinMain  
- Almuth Rhode  
  Goethe-Universität Frankfurt  
- Margot Schneider-Maerz  
  Justus-Liebig-Universität Giessen  
- Silke Wehmer  
  Technische Hochschule Mittelhessen  
- Britta Wöbbeking  
  Universität Kassel  
- Inga Meyer  
  Universität Kassel ISU/IWU  
- Mariana Malková  
  Philipps Universität Marburg  
- Petra Kienle  
  Philipps Universität Marburg  
- Lisa Beckstrand  
  UW System Administration  
- Sal Carranza  
  UW System Administration  
- Cheryl Lochner-Wright  
  UW-Eau Claire  
- Karl Markgraf  
  UW-Eau Claire  
- Kristy Aoki  
  UW-Green Bay  
- Jason Kouba  
  UW-La Crosse  
- Jay Lokken  
  UW-La Crosse  
- Att Geisler  
  UW-Madison  
- Dave Engberg  
  UW-Milwaukee  
- Jenna Graff  
  UW-Oshkosh  
- Sarah Christensen  
  UW-Oshkosh  
- Brent Greene  
  UW-River Falls  
- Carolyn Brady  
  UW-River Falls  
- Shelby Rubbelke  
  UW-River Falls  
- Hong Rost  
  UW-Stout  
- Mark MacLean  
  UW-Superior  
- Kevin Spears  
  UW-Whitewater  
- Terence Miller  
  Marquette University  

**Recognition**

Mr. Sal Carranza of UW System Administration and Ms. Erika Müller-Blaß of Hessisches Ministerium für Wissenschaft und Kunst recognized Mr. Tom Danner for his dedication and outstanding leadership through service to the Hessen/Wisconsin Exchange for over ten years. Mr. Dave Engberg accepted a plaque on behalf of Mr. Danner.

Ms. Margot Schneider-Maerz and Mr. Terence Miller were also recognized for their roles in supporting and developing the Hessen/Wisconsin Exchange.
Campus Updates

- Fachhochschule Giessen Friedberg is now Technische Hochschule Mittelhessen.

- Technische Hochschule Mittelhessen
  - is discussing a shared summer program on environmental topics with UW-Stout.
  - is developing an e-media summer school related to computer graphics; the program will be open to UW students and to UW professors.

- Hochschule Fulda
  - Offers an international course in Social Work in English at the Bachelor’s level (fall semester)

- Hochschule Fulda and UW Oshkosh
  - jointly offered a business program to UW Oshkosh students and European students over January 2011 for the second year
  - will offer a UW Oshkosh professor-taught course for a third year to Social Work students over summer 2011.
  - are developing a bi-lateral exchange agreement with a focus on mobility for Social Work students but open to all students at each institution.

- UW-La Crosse and Goethe-Universität Frankfurt
  - continue their bi-lateral partnership
  - were featured in a Chronicle of Higher Education article titled “A Wisconsin Campus Goes Global, One Step at a Time”

- Hochschule Darmstadt & UW-Platteville
  - have received DAAD funding to develop a joint international Masters in computer science.
  - have completed a number of faculty exchanges.

- Hochschule Darmstadt
  - has hosted a UW-Platteville group studying energy management
  - will host a UW-Stout group in relation to the same topic.
  - may offer a future ISU on the topic of mobility.
  - will open a new international guest house in the fall, which will house professors teaching on the one-month visiting professor program.

- UW-Green Bay
  - sent 7-8 students on ISU’s
  - sent their first student on the IUSP in Marburg and will send one additional student on this program in fall

- Universität Kassel and UW-Green Bay have continued their partnership.
Universität Kassel Department of International Management will host a group from UW-Superior.

UW Superior sent its first students on the Hessen/Wisconsin exchange in the 2010/2011 academic year and plans to send additional students in 2011/2012.

Hochschule RheinMain hosted a visit, as part of the UW System faculty site visit sponsored by Hessen, by a UW Oshkosh professor. The two schools will develop a student exchange based on Insurance/Finance.

UW-Eau Claire
- sent five students through the ISU's
- is in discussions with Philipps-Universität Marburg and UW-Stevens Point in relation to the IUSP
- is in discussions with Hochschule Fulda on a visit by a UW-Eau Claire music group and on development of a news-related program.

Philipps-Universität Marburg
- is sending three students on the exchange for the first time.
- had UW students participate in their study abroad fair.

UW-Whitewater
- is in the process of hiring a new director for the international office.

UW-Milwaukee
- reports strong numbers on the exchange.
- continues to send a large number of engineering students to Universität Kassel in January.
- is in discussions with Justus-Liebig-Universität Gießen faculty of Economics in relation to a dual degree.
- offers a translation program and is looking for partners.

UW-Stout is looking for a partner in Packaging Engineering.

Hessen Program Administration
Meeting participants were reminded that the administration for the Hessen program has moved from UW-Milwaukee to UW Oshkosh.

Exchange Numbers
A spreadsheet showing total numbers of students exchanged over the life of the Hessen/Wisconsin student exchange program (1999-2012 projections) was distributed at the meeting. Wisconsin will have sent 539 students for a total of 358 FTE by the end of spring 2012. Hessen will have sent 244 students for a total of 271.5 FTE by the end of spring 2012.

ISU Kassel – Prospective Teacher Education Program
ISU Kassel representative Inga Meyer distributed a one-page handout outlining the proposed program as of May 2011. The program is still in the development stage.
Background: the program was developed in coordination with UW-La Crosse to help fulfill Wisconsin Department of Public Instruction teacher education requirements. The first four weeks of the program will run simultaneous to ISU Kassel; the final four weeks will be part of an 8-week comprehensive & cohesive program. Didactics could also be a seminar option if there is interest. Students will stay with carefully-selected German host families to increase the cultural immersion experience.

As currently designed, UW-La Crosse intends to award eight credits for the full program.

Meeting participants were encouraged to forward any comments or feedback they may have on the proposal, including feedback on the number of contact hours offered, excursions, etc., to isu@uni-kassel.de.

UW-La Crosse may also organize a conference call for UW System German language professors over fall semester 2011.

Once more details become available, there will also be a discussion in Hessen in relation to whether the program can become part of the formal exchange.

The UW-La Crosse contact is Sandy Siebers.

University of Wisconsin System Update

University of Wisconsin System Administration will sustain a 25% budget cut and is therefore in the process of strategic planning. This may lead to changes in administrative structure, changes to the role that UW System Administration plays in the System and/or to a shift in UW System responsibilities to the campuses.

A State of Wisconsin budget proposal originally included a provision which would allow the University of Wisconsin-Madison to separate from the rest of the UW system. This consideration has been removed from the current budget.

Hessen Application

Currently, there are both a Hessen application and individual ISU applications for Wisconsin students. There is a possibility that these applications will be consolidated in to one application.

In the past, paper copies of Hessen applications have been forwarded by mail from the UW System campuses to the Wisconsin Hessen administrative office and then by mail to Hessen. All future applications should be forwarded electronically by each individual campus; UW Oshkosh will then review the applications and forward the electronic copies to Hessen. Paper copies will no longer need to be mailed.

In the past, paper copies of Wisconsin applications have also been forwarded by mail from Hessen to the Wisconsin Hessen administrative office and then distributed by mail to the UW System campuses. In the future, all applications will be forwarded electronically. Individual campuses may still request paper documents if needed (for example, if the campus needs the original document for the TOEFL score).
Managing ISU Quotas

To ensure that Hessen partners other than Wisconsin can send students and to ensure that programs retain an international feel, ISU/IWU quotas remain at 14 Wisconsin students for all ISUs/IWUs except for the ISU at Justus-Liebig-Universität Gießen, which is at 7.

To better manage the quota internally among Wisconsin schools and to fairly market the ISUs/IWU to Wisconsin students, UW Oshkosh will

1. invite all UW System campuses to request the number of seats they intend to fill for each individual ISU/IWU (UW System campuses can request “0” seats for programs they don’t intend to market or don’t expect to have applicants for);
2. let all UW System campuses know the number of seats which can be allocated, based on requests made;
3. in the case that campuses have requested more seats than are available for a particular program, work with the affected campuses to allocate a fair number of seats to each campus;
4. maintain a student waiting list so that, on the date on which ISU/IWU applications are due to UW Oshkosh, if a particular UW System campus does not use all allocated seats, students from other campuses may be awarded these seats;
5. share participant lists back with UW System campuses, after the date on which ISU/IWU applications are due to UW Oshkosh, so that students on each campus know whether they can expect a placement at a particular ISU earlier in the process.

Application Deadlines

UW Oshkosh will collect UW System Campus application deadlines for the IWU, ISUs, fall semester and spring semester and share these back with Hessen colleagues.