Comparative and International Education Society (CIES)

CIES Study Abroad and International Students (SAIS) SIG Meeting Agenda

Tuesday, December 20, 2022 at 6:00PM EST / Wednesday, December 21, 2022 at 8:00AM Japan **Join Zoom Meeting**

http://leeuniversity.zoom.us/j/7803394561

Attendees: Roy Chan, Thatcher Spero, Ralph Angeles, Sarah Asada, Rosalind Raby, Max Crumley-Effinger, Shinji Katsumoto, Erika Saito, Shuning Liu

- 1. CIES SAIS SIG December 2022 Newsletter (Dr. Roy Y. Chan). Send citations for the newsletter, highlighting the business meeting, and VIP reception February 19. Early bird registration closed 12/19/22
- 2. CIES 2023 SAIS SIG Business Meeting updates (Dr. Roy Y. Chan).
 - a. <u>SAVE THE DATE</u>: TUESDAY, FEBRUARY 21, 2023 at 2:45PM-4:15PM EST. In-person and online support needed to manage
 - b. https://docs.google.com/presentation/d/11S1UsjKEk9F0g8qFSZeBVpSidDco6-d U/edit#slide=id.p1 update slides by January 24, 2023
 - c. Research Grant recipient will be presenting her research findings on LGBTQ+ and study abroad at the meeting, Annie Campbell
- 3. CIES 2023 SAIS SIG VIP Reception updates (Dr. Roy Y. Chan).
 - a. SAVE THE DATE: SUNDAY, FEBRUARY 19, 2023 at 9:00PM-11:00PM EST.
 - b. Networking opportunity for members and non-members
- **4.** CIES SAIS SIG Senior Chair-Elect updates (Dr. Thatcher Spero).
 - a. Fundraising letter created for supporters for the reception (emailed)
 - i. 12 registered
 - ii. Approximately \$500-750 food and beverage (donations of \$100+ would be greatly appreciated).
 - b. Flyer creation about SAIS, hosting events- due 2/15/22 Max to support the design
 - c. Website- continuing to build and revise w/ Max
- 5. CIES SAIS SIG Junior Chair-Elect updates (Dr. Jing Yu). N/A
- **6.** CIES 2023 Conference Proposal Submissions and Program Planning updates (Dr. Rosalind Raby and Ralph Angeles).
 - a. Challenges with changes in dates/times, virtual- in person
 - b. 1 Highlighted, 7 on-site, 3 virtual, and 1 roundtable
- 7. CIES 2023 SAIS SIG NEW Roommate Matching initiative (Dr. Roy Y. Chan).
 - a. 4 contacted
- **8.** CIES SAIS SIG 2023 Awards Committee updates (Dr. Adam Grimm and Seyoung Hong).
 - a. Notes shared by Dr. Roy Y. Chan:
 - b. The reviewing process is in progress (10 reviewers completed).

- c. The review deadline is December 30th. We are planning to release the outcome by early January.
- d. We are going to send a reminder to the reviewers by this weekend.
- e. We might need 1-2 additional reviewers, if there is anyone who volunteers. (Please let Roy, Adam or Seyoung know if anyone would like to serve as a reviewer).
- f. Award updates –certificates by January 24 (to be added in the slides for the business meeting).
- 9. CIES SAIS SIG Secretary updates (Dr. Erika Saito).
 - a. Due February or May? CIES needs to confirm.
- **10.** CIES SAIS SIG 2022-2023 Budget updates (Dr. Sarah Asada).
 - a. Total Available \$2,169.72 (as of November 12)
 - i. Anticipated expenses
 - ii. Reception Space \$1,000.00
 - iii. Website (1 year) \$100.00
 - iv. SIG Admin Fee \$300
 - b. Estimated remaining balance: \$769.72
 - c. leads to additional funds- contact Dr. Sarah Asada: srasada@kyoritsu-wu.ac.jp
- 11. CIES SAIS SIG- Research grant update- Dr. Shuning Liu
 - a. \$500 either split with two \$250 or one \$500.
 - b. Seeking revisions to the criteria for the reviewer
 - c. Seeking reviewers for the research grant committee: Rosalind, Shinji, Thatcher, Ralph, Shuning
 - d. Shuning to send email with work for the committee to review
 - e. 2022- about 15 applicants, anticipate the same for 2023
 - f. Decision by end of January to announce at the SAIS Business Meeting.
- 12. CIES SAIS SIG Website Redesign updates (Dr. Max Crumley-Effinger).
 - a. Working with Thatcher, saves \$100/year \$12-20/year
 - b. Shared the new website using Google Sites-under development
 - c. Hope to share the link/site on the flyer
 - d. Membership role needs to be filled
 - i. Shared ideas for a membership drive
- **13.** CIES SAIS SIG Career Advising Workshop with New Scholars Committee (NSC) RESCHEDULED FOR JANUARY/APRIL 2023 (Shinji Katsumoto).
 - a. April/May for events to support new scholars.
- 14. Special Announcement from CIES SAIS SIG Secretary (Dr. Erika Saito).
 - a. Opening secretary position
 - b. 2 year position
 - c. Reach out to interested colleagues

- 15. Special Announcement from CIES SAIS SIG Chair (Dr. Roy Y. Chan).
 - a. Dr. Roy Y. Chan's Institution- willing to sponsor \$200-250 reception
 - b. Dr. Roy Y. Chan, running for Secretary within CIES
 - c. Remember to vote for CIES elections!
- 16. CIES SAIS SIG 2023-2024 Leadership Opening positions (Dr. Thatcher Spero)
- 17. Other items (All)
- **18.** Meeting adjournment.