

THE INTERNATIONAL STUDIES PROGRAM POLICY
College of Liberal Arts, Colorado State University
Fort Collins, Colorado

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[Unanimously approved by the International Studies Executive Committee]

I. Mission Statement

A. Program Summary

International Studies is an interdisciplinary undergraduate major designed to familiarize students with world cultures and peoples. There are four concentrations: *Asian Studies*, *European Studies*, *Latin American Studies*, and *Middle East and North African Studies*. Courses are required in foreign language, geography, political science, economics, history, and international studies, with other optional courses chosen from literature and cultural studies, the arts, history, philosophy, political science, sociology, ethnic studies, anthropology, geography, economics, and many more disciplines across the college and university.

B. Program Mission

The International Studies degree is designed to offer students a broad basis of knowledge in global issues and context as well as a specific regional focus within that framework. This degree is especially well suited to help fulfill the University's Goal 13 (International Emphasis) by allowing students flexibility to “broaden their exposure to today’s global challenges” within the wide spectrum afforded by the Liberal Arts contexts. Furthermore, we seek to deliver to each student an outstanding Liberal Arts education in languages and cultures through excellent teaching and advising in an open, personal atmosphere conducive to intellectual exchange and learning. Specifically, the International Studies degree reflects Goal 3 of the CLA Strategic Plan by creating a curricular framework to “foster global awareness / understanding” through languages, cultures, and social systems that frame the Liberal Arts learning environment.

C. Student Learning Outcomes

Graduates of the International Studies Major will be competent in:

- Writing effectively about the themes of International Studies and related fields, including 1) creation of a logically constructed argument; 2) organization in a manner that aids reader comprehension and the expression of the writer’s intent; 3) use of accepted grammatical forms, spelling, and punctuation; 4) use of language in a style that is appropriate to the writer’s purpose; 5) effective support of claims; and 6) clear citation of sources.
- Speaking effectively, including 1) creation of a logically constructed message; 2) adaptation of that message to a particular audience; 3) use of appropriate and engaging language; 4) use of effective delivery skills; and 5) ability to communicate cross-culturally through written and oral expression in a foreign language.
- Thinking critically about international issues, including the abilities to 1) articulate the histories and aspirations of other peoples; 2) empathize with others through the ability to identify and appreciate multiple perspectives pertaining to an issue; 3) articulate and analyze through a critical framework texts, artifacts, positions, policies, or cultural practices; 4) appreciate the role and responsibilities of human involvement at the local, national, and international levels and realize the interconnectedness of those levels.

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- Applying an interdisciplinary approach to knowledge, including 1) the ability to identify and understand the interconnectivity of world events; 2) awareness of the historical context of current events; 4) experience in historical, political, economic, and cultural approaches to global issues; 5) command of key International Studies concepts and theories; and 6) engagement of research methods and tools associated with multiple disciplines.

II. Program Administration

The International Studies Program is administered by a Director and an Executive Committee.

A. Program Director

The position of Program Director is a nine-month renewable administrative professional position. The Program Director is selected by a faculty committee organized by the Associate Dean of Liberal Arts and the Executive Committee. The Program Director must have a doctorate in a relevant field. The Associate Dean oversees the activities of the Program Director and performs the Program Director's annual evaluation.

The Program Director is responsible for all aspects of the program's administration that are not covered by the responsibilities of other faculty and staff members. The Program Director's duties also include teaching International Studies core curriculum as well as courses in his/her field. The Program Director's standard annual course load is four courses per academic year (two courses per semester). Finally, the Program Director is expected to engage in professional development and research. The Program Director's work time should be divided as follows:

- Administration: 35%
- Teaching: 50%
- Research: 15%

B. Executive Committee

The Executive Committee is comprised of tenured or tenure-track faculty representatives from key departments, including Anthropology, Economics, Foreign Languages & Literatures, History, and Political Science. The Associate Dean of Liberal Arts also sits on the Executive Committee. One of the Academic Support Coordinators serving International Studies sits on the committee as an observer, but does not vote. The Program Director chairs the Executive Committee.

Executive Committee Roster:

- Chair: Program Director
- Voting Members:
 - Anthropology Faculty Representative
 - Economics Faculty Representative
 - Foreign Languages & Literatures Faculty Representative
 - History Faculty Representative
 - Political Science Faculty Representative
- Ex Officio: Associate Dean of Liberal Arts

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- Observer: Academic Support Coordinator for International Studies

Executive Committee Members are selected by their respective department chairs. Each serves a renewable three-year term on the committee. Term endings are staggered to maintain continuity. Terms end at the end of the spring semester of a given year, and new terms begin in the fall of the same year. The following chart shows term start/end dates for relevant departments:

Years ending in...	'09, '12, '15, '18, '21, '24, '27, '30, '33...	'10, '13, '16, '19, '22, '25, '28, '31, '34...	'11, '14, '17, '20, '23, '26, '29, '32, '35...
Anthropology			X
Economics		X	
FLL	X		
History		X	
Political Science	X		

The Executive Committee will meet monthly during the regular academic year. It will discuss and vote on all major curriculum changes as well as on other administrative issues. Voting will be conducted verbally unless any voting member of the committee requests a secret ballot, in which case the vote will be by secret ballot.

Roles and Responsibilities of Executive Committee Members include:

- Attending monthly INST Executive Committee meetings
- Acting as liaisons between International Studies and their respective departments or programs
- Advising and voting on major curriculum changes and other administrative issues within International Studies
- Involvement in hiring decisions within International Studies
- Class observation and evaluation of INST instructors
- Involvement in the INST Program Assessment process

III. Faculty and Staff

Because International Studies functions as an interdisciplinary program, rather than as a department, most of the courses in its curriculum are hosted by other departments and taught by faculty outside of International Studies. The International Studies Program Director is responsible for maintaining dialogue with these departments in order to facilitate student course registration and update the International Studies curriculum to reflect changes in other departments. The Executive Committee faculty representatives assist in this process by acting as conduits between International Studies and their departments.

International Studies maintains instructors for its core curriculum courses: INST 200, INST 300, and INST 492. These courses are taught by the Program Director and Special / Temporary Instructors, as necessary. The Program Director is responsible for reviewing applications of prospective instructors. The final selection of Special / Temporary Instructors must be approved by the Executive Committee.

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The Program Director receives assistance from State-Classified Staff in the College of Liberal Arts Dean's Office. The Program Director also works closely with the Associate Dean of Liberal Arts.

IV. Evaluation of Faculty and Staff

Instructors of International Studies core curriculum courses (INST 200, INST 300 and INST 492) will be evaluated annually according to the following system:

- The Program Director will be evaluated by the Associate Dean. Teaching observation will be conducted by a faculty member of the Executive Committee.
- Special / Temporary Faculty will be evaluated by the Program Director. Teaching observation will be conducted by a faculty member of the Executive Committee.

V. Curriculum

A. Core Curriculum

1. INST 200: Approaches to International Studies

This course aims to familiarize students with the field of International Studies by using it as a framework of analysis for globalization. We will explore this subject through assigned readings, written work, lecture, discussions, and group presentations.

Objectives: This course will enrich students' understanding of the world by deepening their knowledge base and broadening their perspectives. It will encourage them to think critically not only about the ideas and arguments of others, but also about their own views. It will cultivate their awareness of past and present world problems, and help them to appreciate the value of International Studies as an interdisciplinary approach to global subjects. In the process, this course will target critical analysis, creativity, group work, public speaking, discussion, debate, reading, writing, and research.

2. INST 300: International Studies Research Methods

The aim of this course is to familiarize students with the research methods and applications of International Studies through an interdisciplinary approach to global commodities. Class will be divided among reading assignments, content-based discussions, and research.

Objectives: By the end of the semester, students should be able to...

- a. Appreciate the global context of everyday commodities
- b. Understand the broader implications of consumerism
- c. Recognize the methods and value of interdisciplinary research
- d. Begin the application of interdisciplinary research methods to international topics

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3. INST 492: Capstone Seminar

INST 492 builds on INST 300 by allowing students to apply the skills and knowledge base they have cultivated through the International Studies curriculum. The structure of INST 492 is three fold, incorporating a thesis research project, post-college preparation, and readings and other content on a relevant theme. Coursework includes weekly readings, discussion, assignments, and thesis research.

Objectives: This course teaches students to apply their knowledge of International Studies and interdisciplinary research methods by guiding them through a senior thesis research project. At the same time, the course enhances students' understanding of global history, cultures, and politics, and targets their proficiency in group work, critical thinking, public speaking, discussion, reading, writing, and research. Finally, it aims to cultivate students' awareness of and appreciation for the wider world, making them conscientious, considerate, and confident global ambassadors.

B. Other Program Requirements

Beyond these core courses, the International Studies curriculum lies outside of the International Studies Program. Program requirements are designed to give students a basis in world issues and in the related fields of Anthropology, Economics, Foreign Languages and Literatures, History, and Political Science, as well as in-depth knowledge of a particular world region and a relevant foreign language.

C. Curriculum Changes

All curriculum changes must be approved by a two-thirds vote of the Executive Committee as well as by any relevant departments before they are submitted to the University Curriculum Committee.

VI. Amendments to the Program Code

All requested changes to this Code will be presented to the Executive Committee. This Code may be amended by a two-thirds vote of members during the Executive Committee meeting. All changes and modifications must be in accordance with the laws of the United States and the State of Colorado and also in accordance with the policies of shared governance in the Faculty Staff Manual of Colorado State University.

VII. Department Self-Evaluation

A. Annual Assessment

The International Studies Program will conduct an annual self-assessment. This assessment program will be administered by the Director of International Studies. The Assessment Committee consists of the Director of International Studies, a faculty member of the International Studies Advisory Board, and the instructor(s) of INST 492. The Assessment Committee will conduct a program review and report its findings annually.

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1) Direct measures

Assessment Venue: Because the individual programs of study pursued by International Studies students are so diverse, the major is highly interdisciplinary, and we wish to measure outcomes of seniors as they approach graduation, we will assess the written and oral work of students in the capstone seminar that all INST students must complete in their senior year. This venue is well suited to measure the degree of success of our goals for students in that the capstone seminar is devoted to helping students synthesize their individual programs of study.

Assessment Process: For assessment of written work and content learning outcomes (Outcomes 1, 3, and 4 listed under “Mission Statement” above), the instructor of INST 492 will retain copies of 25% of the term/research papers written by students of the course. Each committee member will read each of these students' papers and, employing the standard assessment rubric that reflects directly the competencies identified in Outcomes 1, 3, and 4, rate each student's success in achieving the competencies identified for assessing these outcomes. The rating system that will be employed to assess levels of competence is as follows:

- 5 = superior competence
- 4 = high degree of competence
- 3 = average degree of competence
- 2 = developing competence
- 1 = low degree of competence

For assessment of oral work (Outcome 4), the instructor of INST 492 will observe and assess students' in-class presentations of their research/term paper materials. The Director of International Studies will collect the data as recorded on the assessment rubric forms, average it for each competency in each outcome, and report the resulting raw and averaged data.

For all outcomes, we expect that 10% of the work reviewed will be rated overall at level 5; 80% will be rated overall at 3-4; 10% will be rated at level 2. When/if we discover in the results a significant deviation from this expectation, we will understand to adapt our teaching approach and methods in an attempt to strengthen the area(s) of weakness.

2) Indirect Measures

The International Studies Assessment Committee will also use indirect measures to assess the progress of Student Learning Outcomes. The following criteria will be considered*:

- Factors:
 1. Post-college employment
 2. Grades
 3. Student participation in Education Abroad
 4. Student participation in relevant volunteer and internship opportunities
 5. Student co-curricular and extra-curricular activities
 6. Merit Awards / Honors
 7. Entrance vs. Exit surveys

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The annual assessment will include a report providing raw data and annual trends for categories 1-7, as well as a summary of the data from items 8-10 (additional factors) and their implications for student learning.

*Currently, Colorado State University Institutional Research statistics combine data for the International Studies Major and the Liberal Arts Interdisciplinary Major. In the future, it will be necessary to provide separate categories and statistical results for each of these programs, so that their progress can be accurately monitored and distinguished.

B. Six-year Review

Every six years, International Studies conducts a rigorous self-assessment, targeting its progress toward stated Action Plan Goals and articulating new goals. The results of this process are presented and maintained on the Campus Labs online platform.

VIII. Student Appeals

A. Student grade appeals follow the procedures set forth in the Faculty Staff Manual.

B. All cases involving student violations of the academic integrity policy require faculty to follow the procedures set forth in the Faculty Staff Manual I.7.2 and to notify students about infractions and penalties in writing. All appeals are governed by the Faculty Staff Manual I.7.2.

IX. Legal Matters

The International Studies Code operates in accordance with the laws of the United States and the State of Colorado and also in accordance with the policies of shared governance in the Faculty Staff Manual of Colorado State University. Nothing in this Code may be construed to be in conflict with the University Code.