

NMSU Boards

International Travel Policy & Risk Oversight Committee

Name of person completing this report: Erica Nikolaisen

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Official Name: International Travel Policy & Risk Oversight Committee

Board website (if applicable): N/A

Authoring Body or Official: Provost

Board Reports to: Provost

Scope of Impact: System

Type of Board: Ad Hoc

Purpose: An ad hoc advisory committee appointed by the provost and senior vice president of academic affairs knowledgeable about international relations, risk management, and student affairs and academic programs.

The International Travel Policy & Risk Oversight Committee is established to develop and recommend Standard Operating Procedures associated with this operational policy, as well as to maintain and recommend updates. The Standard Operating Procedures will promote the health, safety, and security of Travelers and students participating in NMSU-sponsored international travel, as well as increase efficiencies in internal operations, and may take the form of guidelines, forms, and other requirements.

The committee serves as an institutional review body that will review matters in which individuals may seek a waiver of university travel restrictions or wish to appeal a decision based on university travel restrictions. After review, the committee will issue a recommendation to the provost and senior vice president for academic affairs.

Authority (e.g. advisory to; decision-making; etc): The committee is responsible for advising the provost and senior vice president for academic affairs concerning modifications to or cancellations of programs before or after departure when warranted by emergencies, crises, or health and safety concerns.

Name and e-mail of Chair or Co-Chairs for FY21: Co-Chairs

Ambassador Delano Lewis, Visiting Senior Fellow for Global Affairs: dlewis@nmsu.edu or delanolewis@icloud.com | 575-642-7117

Dr. Tony Marin, Assistant Vice-President for Student Affairs: amarin@nmsu.edu | 575-646-7207

Name and e-mail of Chair or Co-Chairs for FY22: Co-Chairs

Ambassador Delano Lewis, Visiting Senior Fellow for Global Affairs: dlewis@nmsu.edu or delanolewis@icloud.com | 575-642-7117

Dr. Tony Marin, Assistant Vice-President for Student Affairs: amarin@nmsu.edu | 575-646-7207

REPORTING PERIOD: FY20/21 (July 1, 2020 - June 30, 2021) Membership: Provide name and title of each member: Cindy Garrett, Executive Assistant in the Office of the Provost

Erica Nikolaisen, Program Manager for Education Abroad

Manoj Shukla, Professor, Plant & Environmental Sciences & Director of International Programs in the College of ACES

Lisa Warren, Associate General Counsel

Ermelinda Quintela, Sr Admin, Strategic Sys Svcs

Matthew Lara, Associate Director for International Student & Scholar Services

JoAnne Dupre, Manager Biosafety/Export Control

D'Anne Stuart, Assistant Vice-President for Administration & Finance

Was the requirement for the number of meetings met? No requirement

Major Accomplishments: The major accomplishment achieved for reporting period FY20/21 is updating 16.69 University Related International Travel policy. The policy was updated to reflect the new reporting structure to the Office of the Provost, the new U.S. Department of State Travel Advisory system that was implemented in 2018, and also incorporates Centers for Disease Control & Prevention (CDC) travel alerts. Export control requirements and reporting requirements for sexual misconduct were also added. The updated policy also clarifies the travel registry requirements for Education Abroad and non-Education Abroad travelers.