MEMORANDUM

DATE: 29 September 2014

TO: Deans of Schools/Colleges

FROM: Janet Ellzey, Vice Provost for International Programs, Chair of The International Oversight Committee (IOC)

SUBJECT: New International Oversight Committee (IOC) 2014 Policies

The International Oversight Committee (IOC) is committed to supporting international travel and recognizes that a global perspective is essential to the University’s academic mission. The IOC places the utmost importance on the safety, security, and well-being of UT study abroad program participants.

The IOC has recently approved the following policies/procedures, effective Fall 2014.

1. IOC Requirement for Faculty/Staff to Attend Health & Safety Training Annually

To ensure that all faculty leaders receive training on emergency management as well as institutional and federal reporting requirements, the IOC requires all faculty and staff (including graduate assistants and resident directors) leading groups of students abroad to attend the Faculty Health and Safety Workshop offered by the International Office each year. For more details, see https://world.utexas.edu/risk/travelpolicy/healthandsafety.

2. IOC Health Clearance Recommendation for Students on Study Abroad Programs

An individual health clearance is recommended for students studying or conducting research abroad for more than 4 weeks or for shorter periods in regions of high medical risk. Departments that are not currently using an online application in the MySAO portal will need to collect the forms and then forward a list of received forms to the International Office no later than one month prior to travel. For more details, see https://world.utexas.edu/risk/travelpolicy/healthclearance.

Thank you for your continued commitment to the health, safety, and well-being of UT students, faculty, and staff.