

**Commission on Outreach and International Affairs**  
**February 12, 2004**  
**3:30-4:30 p.m.**  
**210 Burruss Hall, President's Board Room**  
**Agenda**

1. Welcome and Introductions Doris Kincade
2. Agenda Approval Doris Kincade
3. Announcement of approval and posting of minutes of December 11, 2003 Doris Kincade  
These minutes have been voted on electronically and will be posted on the University web.
4. Chairman's Report Doris Kincade
5. Action Items
  - Second Reading: COIA Resolution 2003-2004 A: Resolution for Change in Membership of Commission on Outreach and International Affairs (Revision of University Council Bylaws) Judith Shrum
  - Second Reading: COIA Resolution 2003-2004 B: Resolution for Change in Charge of Commission on Outreach and International Affairs (Revision of University Council Constitution) Judith Shrum
  - First Reading: Alumni Award for Excellence in International Education Jack Davis
  - First Reading: Alumni Award in International Outreach and Research Jack Davis
  - Awards Committee Doris Kincade
6. Information Items
  - UCIP Report Jack Davis
    - Resolution for Administrative Responsibilities for Research Abroad
    - By-Laws
7. Discussion/Dialogue All

Upcoming Meetings: March 18, 3:30-4:30 p.m., 325 Burruss Hall  
April 8, 3:30-4:30 p.m., 210 Burruss Hall, President's Board Room  
May 6, 3:30-4:30 p.m., 210 Burruss Hall, President's Board Room