



State University of New York
College of Environmental Science and Forestry

International Programs Leader Report

Program Course # and Name: _____ Program Dates: _____

Program Location(s): _____ Host Institution: _____

Leader: _____ Additional Staff/Faculty: _____

Number of Student Participants: _____ Any non-ESF participants? No Yes-

Please provide a breakdown: _____ # Undergraduate Students _____ # Graduate Students

Do you plan on offering the same program again in the future?

Yes—please indicate academic term and year:

No – please explain why not:

Unsure

Program Summary: Please provide a general assessment of how the program went.

Key Positives: Please describe key positives and reflect on reasons for the success.

Challenges: Did you encounter anything especially difficult? What recommendations can you provide for future program leaders based on your experiences?

Health & Safety Issues: Describe any concerns and provide recommendations for handling issues better in the future.

Host Institution / Program Provider: Please describe your relationship with, and the performance of, the host institution and/or contracted agency. Would you use this host or program provider again?

Mentoring: Would you be willing to serve as a resource person to a faculty interested in leading a faculty-led program?
 Yes No

Pre-Program Activities: Please provide brief notes regarding pre-program activities and strategies, effectiveness, and suggestion for improvement.

- Logistical Planning
- Marketing
- Participant Selection
- Administrative Support

Program Logistics: Please provide brief notes regarding the arrangements including the effectiveness, cost, and quality and include any suggestions for improvement.

- Location
- Program Dates and Length of Program
- Transportation To and From Program (e.g., group flight, no group flight)
- In-Country Transportation
- Housing (cost, location, safety, cleanliness, amenities)
- Field Trips and Excursions
- Computing and Email Access
- Program Budget, Budget Changes, & Estimated Cost for Next Offering of this Course
- Faculty to Student Ratio
- Other

Academics: Please provide examples/ brief notes regarding key academic components including an evaluation of the impact and level of success and include any suggestions for improvement.

- Duration of the Program and Ability to Meet Course Objectives
- Content
- Instruction
- Credits Earned & Grading
- Student Learning
- Academic Facilities & Capitalizing on Location
- Cross-Cultural Opportunities
- Language Difficulties (if not English-Speaking Country)
- Other

Student Orientation, Health, & Safety: Please provide brief notes regarding measures taken including an evaluation of the impact and level of success and include any suggestions for improvement.

- Pre-Departure Orientation Session
- On-Site Orientation
- In-Country Issues (medical, safety, culture shock)

- Re-Entry Programming
- Other

Student Group: Please provide brief notes regarding the group dynamics and any resulting issues and include any suggestions for improvement.

- Overall Dynamic
- Discipline Issues
- Other

Any other feedback you would like to share?