## GSU INTERNATIONAL AGREEMENTS

### Support Unit Contacts

<table>
<thead>
<tr>
<th>Reviewer category</th>
<th>Agreement concerned</th>
<th>Responsibilities</th>
<th>Person to contact</th>
<th>Contact details</th>
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| **Department and/or College** | All | Ensures:  
- Support and resources,  
- Approval on behalf of Department and/or College,  
- International Relationship Building,  
- Agreement Drafting,  
- Program Management | College International Specialist, Dean, and/or Department Chair | College International Specialist, Dean, and/or Department Chair |
| **International Partnerships & Agreements (IPA)** | All | Coordinates/Facilitates:  
- Agreement Development  
- Advice and Support  
- University review of International Agreements  
- GSU Repository for International Agreements  
- Data and Reports for GSU International Activities | Kike EHGIGATOR  
(Director) | kehigiator@gsu.edu |
| **Office of International Initiatives (OII)** | All | Ensures:  
- College and University support for the initiative  
- Guidance on initiatives  
- Agreement approval | Wolfgang SChLÖR  
(Associate Provost for International Initiatives) | wschloer@gsu.edu |
| **Academic Advisement** | Any Dual / joint degrees at the Undergraduate Level, Articulation | Advisement and support for:  
- Joint degrees  
- Dual degrees | Jennifer LEE  
(Assistant Director) | jlee69@gsu.edu |
| **Academic Programs, Enrollment Management and Student Success** | All student programs | Advisement on:  
- Reciprocity  
- BOR and Senate policies and protocols regarding student programs  
- Development of a consortium agreement to support exchange program | Tim RENICK  
(Vice Provost and Vice President for Enrollment Management and Student Success) | trenick@gsu.edu |
| **Financial Aid** | Only if agreement includes specific information on financial aid (outgoing students) | Advisement on:  
- GSU Students financial disbursements at a partner institution  
- Development of a consortium agreement to support exchange program  
(Advisement office has recently changed administration - TBC) | Lisa ARMSTEAD  
(Associate Provost for Graduate Programs) | lparmistead@gsu.edu |
| **Graduate Programs** | Graduate Programs that include incoming students | Advisement on:  
- Graduate students  
- Enrolment data | Lisa MALVEAUX  
(Director, Graduate Admissions) | lmalveaux@gsu.edu |
| **Graduate Admissions** | Graduate Programs that include incoming students | Advisement on:  
- Graduate students  
- Enrolment data  
- Graduate admissions | Lisa MALVEAUX  
(Director, Graduate Admissions) | lmalveaux@gsu.edu |
| **OAA** | More specific academic details at college-level | More specific academic details at college-level | CDAS [G]: John MEDLOCK, (Assistant Dean for Academic Services)  
CDAS [G]: Amber AMARI (Assistant Dean of Graduate Services)  
CEHD: Nancy KEITA (Director of Office of Academic Assistance)  
RCB: Jacobus BOERS (Assistant Dean for International Engagement)  
AYPS: Mathieu ARP (Director of Office of Academic Assistance)  
Nursing: Feliksa NORRINGTON (Director of Office of Academic Assistance)  
Public Health- Denise GOUVEIA (Director of Office of Academic Assistance & Career Services) | jmedlock@gsu.edu  
aamari@gsu.edu  
nkeita@gsu.edu  
jboers@gsu.edu  
marp1@gsu.edu  
fnorrington@gsu.edu  
dgouveia@gsu.edu |
| **Housing** | All agreements that include housing information | Assisting students with on-campus housing reservations | Sharon GERMAN  
(Assistant Director for Business Services and Financial Operations) | sgerman1@gsu.edu |
| International Students and Scholar Services | All programs with inbound mobility | Advisement and support for: | Heather HOUSLEY  
(Director)  
heatherh@gsu.edu |
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<td>- Incoming students (travel visa documentation, orientation, student support and advisement)</td>
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<td>- Oversight of Immigration Regulations and compliance</td>
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<td>- Data and Reports on incoming international exchange students</td>
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<td>- Coordination with Enrollment Management &amp; College Units for admissions, registration and billing</td>
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| Office of Institutional Effectiveness     | All Non-Exchange Student Programs (e.g. Joint Ventures like Dual or Collaborative degrees) | Advisement and guidance on: | Michael GALCHINSKY  
(Associate Provost for Institutional Effectiveness)  
mgalchinsky@gsu.edu |
|                                           |                                   | - SACS/BOR compliance on International Joint Curricula Venture Programs (e.g. Dual or Joint Degree Programs, shared courses, certificates) |                                  |
|                                           |                                   | - Oversight of SACS Approval for International Joint Curricula Programs |                                  |
|                                           |                                   | - Data and Reports on International Joint Curricula Programs |                                  |
|                                           |                                   | - BOR/SACS requirements adherence for new programs |                                  |
| Registrar's Office                        | Institutional and/or transfer credit earning programs | Advisement on: | Tarra MIRUS  
(Registrar)  
tmirus@gsu.edu |
|                                           |                                   | - course enrollment, credits, graduation requirements, student data relating to exchange programs |                                  |
|                                           |                                   | - Oversight of Study Abroad Management Protocol and compliance |                                  |
|                                           |                                   | - Data and Reports on Study Abroad Students |                                  |
|                                           |                                   | - Coordination with relevant Enrollment Management and College Units |                                  |
| Student Accounts                          | Student Programs | Advisement on: | Charmaine DANIELS  
(Director)  
charmaine@gsu.edu |
|                                           |                                   | - payment of tuition and/or fees |                                  |
|                                           |                                   | - Third party billing |                                  |
|                                           |                                   | - Payment exceptions and arrangements |                                  |
| Study Abroad Programs | All student programs with outbound mobility | Advisement and support for: | Stephen MURRAY  
(Director, interim)  
smurray7@gsu.edu |
|                                           |                                   | - Outgoing Students (information, support, advisement, re-entry, relevant waivers) |                                  |
|                                           |                                   | - Oversight of Study Abroad Management Protocol and compliance |                                  |
|                                           |                                   | - Data and Reports on Study Abroad Students |                                  |
|                                           |                                   | - Coordination with relevant Enrollment Management and College Units |                                  |
| Undergraduate Admissions                  | Undergraduate Student Programs that include incoming students | Advisement on: | Scott BURKE  
(Assistant VP)  
sburke@gsu.edu |
|                                           |                                   | - transcript review, waivers |                                  |
|                                           |                                   | - Development of International Agreements |                                  |
|                                           |                                   | - Oversight and Compliance of applicable federal/state laws and regulations |                                  |
|                                           |                                   | - Coordination with Risk Management in reducing liability for GSU and Staff |                                  |
| Office of Legal Affairs (OLA)             | ALL | Advisement and guidance on: | Madison BURNETT  
(Assistant General Counsel)  
madisonburnett@gsu.edu |
|                                           |                                   | - Development of International Agreements |                                  |
|                                           |                                   | - Oversight and Compliance of applicable federal/state laws and regulations |                                  |
|                                           |                                   | - Coordination with Risk Management in reducing liability for GSU and Staff |                                  |
| Deans                                     | All Department or College-Level agreements | Final approval | Deans of each College | varies |
|                                           |                                   | | | |
| Provost                                   | All University-wide agreements | Final approval | Risa PALM  
(Provost)  
risapalm@gsu.edu |
|                                           |                                   | | | |
| President                                 | All University-wide agreements | Final approval | Mark BECKER  
(Provost)  
mbecker@gsu.edu |
|                                           |                                   | | | |