



## 15.4.1 International Oversight Committee

Chapter 15 - International	Original Effective Date: October 2010
Section: 15.4 International Oversight Committee	Date Last Reviewed: November 2019
Responsible Entity: Vice President for Academic, Faculty, and Student Affairs	Date Last Revised: November 2019

### I. Purpose

To establish the responsibilities and structure of the UT Health San Antonio International Oversight Committee.

### II. Scope

Per [UT System Policy 190](#), UT Health San Antonio (UTHSA) must have an International Oversight Committee (IOC). The IOC is responsible for reviewing and approving all University-sponsored travel to areas of High Risk. This includes travel to locations where the U.S. Department of State has issued a Travel Advisory Level 4: Do Not Travel or Level 3: Reconsider Travel (note: this includes numerical advisory levels for sub-regions within a country even if the country is a Level 1 or 2; e.g., states in Mexico, or where the IOC has deemed significant health, safety, or security risks are present).

### III. Policy

#### A. Members

1. Assistant Vice President for Environmental Health & Safety
2. Chief Legal Officer
3. One Associate or Assistant Dean from each School, or designated faculty representative:
  - a. School of Dentistry
  - b. Long School of Medicine
  - c. Graduate School of Biomedical Sciences
  - d. School of Nursing
  - e. School of Health Professions

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### B. Chair (non-voting)

Director, Office of International Services

### C. Charge

1. The role of the Committee is to:
  - a. Review requests for business and/or educational travel to international high-risk destinations as determined by the U.S. Department of State's Travel Advisory list.
  - b. Determine on a case-by-case basis whether or not and when to grant an exemption to policy due to special or extenuating circumstances.
  - c. Determine whether or not and when to suspend business travel, University sponsored programs and trips, or education abroad opportunities offered by the University in countries in which a significant health or safety concern is present.
  - d. Act as a review/appeal board for concerns related to international travel by members of the University community.

### D. Process

1. The IOC members are charged with conducting a thorough risk assessment of the proposed international travel site and/or location that will carefully review the health and safety situation of the locality and other associated risk concerns before an exception will be considered.
2. An approval will be granted if the majority of the IOC members vote affirmatively. Processes and procedures for requesting a waiver policy may be found on the OIS intranet site.

### E. Term of Membership

Standing Appointment

### F. Specific Provisions

Please refer to the Specific Provisions (IV) section in the Handbook of Operating Policies, Policy [15.2.1 International Travel Policies](#).

## **IV. Definitions**

*There are no defined terms used in this Policy.*

## **V. Related References**

*There are no related documents associated with this Policy.*

**VI. Review and Approval History**

- A. The approving authority of this policy is the University Executive Committee.
- B. The review frequency cycle is set for three years following the last review date, a time period that is not mandated by regulatory, accreditation, or other authority.

<b>Effective Date</b>	<b>Action Taken</b>	<b>Approved By</b>	<b>Date Approved</b>
<b>10/2010</b>	Policy Origination		
<b>11/2019</b>	Policy Revision		