1. **The Visits:**
   - Sao Paulo (August 11 & 12)
   - Brasilia (August 13)
   - Rio de Janeiro (August 14 & 15)
   - Sao Paulo (August 16 & 17)

2. **Texas Tech Delegation:**
   - Dr. M. Duane Nellis, President
   - Dr. Sukant Misra, Associate Vice Provost
   - Dr. Dario Solis, Senior Assistant to the President
   - Dr. Adelia Aquino, Research Professor
   - Accompanied by Rogerio Abaurre, National Coordinator of TTU ISD in Brazil.

3. **Visits of Institutions of Higher Education:**
   The TTU delegation visited the following institutions of higher education.
   - Mackenzie University
   - FAPESP (Sao Paulo Research Foundation)
   - University of Sao Paulo
   - Ministry of Science, Technology, and Innovations
   - CAPES (Coordination of Improvement of Higher Education Personnel)
   - CNPq (National Council for Scientific and Technological Development)
   - Military Institute of Engineering
   - State University of Rio de Janeiro
   - Federal University of Rio de Janeiro.

   These are the flagship universities/institutions of Brazil, and are the major players of the Brazilian Scientific Mobility Program. Many leads and contacts have been identified because of the visits, and Sukant will follow-up with each institution to considerably enhance TTU's collaboration with Brazilian institutions under the framework of the Brazilian Scientific Mobility Program and other instruments focused on: sabbatical opportunities for faculty (research fellowships); reciprocal exchange programs for students and post-docs; joint degree programs; and collaborative research opportunities.

   - **Action Items relating to Institutions of Higher Education:**
     - a. Prepare a comprehensive summary of the Brazilian Scientific Mobility Program components to develop collaboration.
     - b. Share the comprehensive summary with all faculty and administrators and develop a database of faculty (along with research/collaborative interests) interested in developing collaboration in Brazil.
     - c. Communicate with Vice President Duncan regarding collaborative research opportunities and solicit ideas for implementation.
d. Communicate with Provost Schovanec and Senior Vice Provost Rob Stewart regarding possible joint-degree programs in adherence to SACSCOC standards and solicit ideas for implementation.

e. Communicate with Brazilian institutions (including selected 2nd tier universities not visited during this trip) and collect the top five research priority areas in common with TTU from each institution.

f. Discuss with all concerned the possibility of hosting a joint workshop in Lubbock for selected faculty from TTU and Brazilian institutions to connect, exchange ideas, and initiate collaborations (CAPES and CNPq will be contacted for travel assistance for Brazilian institutions).

g. Develop a Website for easy access of information for TTU faculty and faculty of Brazilian institutions regarding the Brazilian Scientific Mobility Program components and approaches to develop collaborations.

h. Organize a workshop to describe the Brazilian Scientific Mobility Program to interested faculty at Texas Tech. Hold a Q&A session with faculty who have had experience with the Brazilian Scientific Mobility Program and other similar programs.

i. Decide a date to host a Joint Workshop in Lubbock for selected faculty from TTU and Brazilian institutions, and start the planning process.

j. Host the joint workshop to build teams of TTU and Brazilian faculty.

4. TTUISD Partner Schools and Coordinators Meeting:
The TTU delegation visited two TTUISD partner schools (one in Sao Paulo and another in Brasilia). Meetings with the teachers, coordinators, and students at those two schools were very beneficial in better understanding the effectiveness of TTUISD program in Brazil.

The delegation also attended the annual meeting of the coordinators of the TTUISD partner schools. Sam Oswald and one of the new TTUISD graduates joining Texas Tech for Fall 2014 also participated from Lubbock via video conferencing. This event provided them an opportunity to promote Texas Tech University directly to the coordinators.

- Action Items relating to TTUISD:
  a. Sukant will work with Sam Oswald to create an information gateway on the TTUISD Website as well as on HSE (Rogerio Abaurre’s company) Website to ensure that TTUISD students and their parents and partner school coordinators are sufficiently informed about Texas Tech and its programs.
b. Create a database of all the coordinators of TTUISD partner schools in Brazil and electronically provide useful information to them and answer questions once a month. OIA recruiters and Jared Lay, TTUISD Director of Recruitment, will coordinate this.

c. Sam Oswald will work toward developing training materials (online courses, certificate programs, etc.) for Brazil TTUISD coordinators for their own professional growth. This is something of interest of the coordinators and Rogerio.

d. OIA will actively participate in the planning and hosting of the Brazil Academy Summer Camp to provide relevant information to the coordinators and participating TTUISD students.

e. Participate (either in person or via video conferencing) in the annual coordinators meeting organized in Brazil.

5. Meeting with Filipe Fonseca, Director of Daquiprafora:
The TTU delegation met with Filipe Fonseca, Director Daquiprafora. Daquiprafora is the agency that Texas Tech has currently hired to recruit Brazilian students. The meeting gave the TTU delegation a good perspective of Daquiprafora’s operation and recruitment strategies, which appear to be promising.

   o Action Items relating to Daquiprafora:
      a. Create an information gateway on the OIA Website to ensure that Daquiprafora’s staff and students recruited by them and their parents are sufficiently informed about Texas Tech and its programs.
      b. Provide necessary recruitment material to Daquiprafora.
      c. Coordinating with Daquiprafora, organize Skype conference with students recruited by them and their parents once per Semester. This will be coordinated by OIA recruiters, Jan Stogner, and Jared Lay, TTUISD Director of Recruitment.