

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

INTERNATIONAL EDUCATION COUNCIL
Minutes of Thursday, 17 September 2009
International Room, Bernhard Center

Members present: Said AbuBakr, Sheila Bair, Maira Bundza, Stephen Covell, Robert Dlouhy, Willem Homan, Wei-Chiao Huang (for Sisay Asefa), Yvette Hyter, Mary Lagerwey, Mushtaq Luqmani, Donald McCloud, Dini Metro-Roland, Lygia Mueller, Silvia Rossbach (for Stephen Malcolm), Bill Woods. **Member absent:** William Davis. **Also present:** Lee Balcom, Jason Burkhardt, Kimberly Ritter, Diana Vreeland, and Margaret von Steinen, Haenicke Institute for Global Education.

Procedural Items

Welcoming Remarks

Bundza asked members and guests present to introduce themselves. Dean McCloud introduced Diana Vreeland, newly appointed director of the Career English Language Center for International Students.

Acceptance of the Agenda

Hyter moved, seconded by Homan, to accept the agenda. Motion passed.

Approval of the Minutes

Covell moved, seconded by Metro-Roland, that the minutes of the 18 June 2009 meeting be approved. Motion passed.

Informational Items

Chair's Report – Maira Bundza

Bundza reported that the American Council on Education Internationalization Laboratory leadership team (McCloud, Bundza, Woods, and Lagerwey) worked very hard over the summer to complete a draft of the ACE report. The two graduate assistants hired in June, Lee Balcom and Jason Burkhardt, helped greatly. The team kept in regular contact with Barbara Hill of ACE. Bundza described the 2009-10 timeline: 1) Gather data and draft the report over summer 2009; 2) Launch the student survey, analyze WMU's international activities, and finish the report during fall 2009; 3) Release the report to the faculty, students, and staff for discussion, and modify as needed from January to early March; 4) Host a peer review visit during the last two weeks of March.

Bundza mentioned that parts of the ACE report may be used to address criteria for the University's report to the Higher Learning Commission, and that data for

the HLC report may be used in the ACE report. Of particular importance are the development of learning outcomes and how they are incorporated into course plans.

Bundza advised that we use iWebfolio for sharing the many large documents that will be generated during this process. An account with reviewer's right is needed. Karen Stokes, from Student Academic and Institutional Research, can help with this.

Haenicke Institute for Global Education Reports – Don McCloud and Bill Woods

Dean McCloud announced that the enrollment of international students will show a substantial increase this fall semester, and we now have students from 90 countries. President John Dunn visited China this summer to sign a contract for a Confucius Institute at WMU. This is one of 61 such institutes in the United States, and the fourth in Michigan. The focus will be on outreach and teaching in primary and secondary schools.

Bill Woods described some staffing changes in the Haenicke Institute. Diana Vreeland has been appointed director of CELCIS, and Samer Shamas has been promoted to senior operations manager of HIGE. New hires are: Eri Nishiyama as a study abroad coordinator, Shona Drake as coordinator of immigration records, and Sarah Durham as an office assistant in international student admissions.

Dean McCloud announced the schedule for HIGE unit reports will be as follows: in October, Lee Ryder (Immigration) and Rebecca Solomon (International Admissions and Services); in November, Juan Tavares (Recruiting) and Cat Fuller (Twinning Programs); in December, Diana Vreeland (CELCIS) and Bill Woods (Study Abroad). It was suggested that we also get reports from the various centers: Michitoshi Soga Japan Center, Center for African Development Policy Research, and Confucius Institute.

International Student Activities Calendar – Kimberly Ritter

Ritter presented the fall 2009 semester schedule of international programming activities. These activities include the International Programs Committee Barbecue Kick-Off, the Parade of Nations, a welcome reception at the College of Engineering and Applied Sciences campus, the International Student Resource Fair, the IPC Halloween Dance, International Education Week, a Chicago trip, a CEAS Pizza study break during finals week, and an International Sports Night. Ritter mentioned that her office now has an outreach intern and will increase the outreach activities to local schools and retirement communities. For international student orientation this semester, Ritter prepared an international student handbook, copies of which she distributed to the IEC members. This informational guide has proved very popular and will soon go into a second printing. Ritter invited IEC members to contribute additional ideas for the handbook.

Von Steinen mentioned that in addition to the student activities programming, the Study Abroad Fair will take place October 6, from 4 to 7 p.m. in the East Ballroom of the Bernhard Center. Many WMU and non-WMU study abroad programs will be represented there, and a special workshop, "Study Abroad 101," will be offered.

Council Charges for 2009-10 – Mary Lagerwey

Lagerwey explained that she had talked with Faculty Senate President John Jellies and it is likely that the Senate's Executive Board's charges to the IEC will be very similar to last year's. Some changes may be considered for the role statement to include charges that recur every year. Changing the role statement involves changing the bylaws of the Senate.

Said AbuBakr asked about the status of the MOAs the IEC voted on last year. Lagerwey said that since other councils were involved, she was not sure of their status, but she will check on them.

Discussion/Action Items

ACE Internationalization Laboratory Report Status – Maira Bundza

Bundza distributed the report to IEC members and outlined its contents. She explained that a peer review team chosen by ACE will go through the report, visit our campus, and provide feedback. Lagerwey mentioned that the HLC will also review parts of the report. Burkhardt shared charts from the results of the faculty and staff survey conducted during spring 2009. The survey results will be added as an appendix to the report. As IEC members started looking at the report, Hyter promised to work on the multicultural piece, and Covell will provide information on the Soga Japan Center and the International Education Faculty Development Fund.

Student Survey – Jason Burkhardt

Burkhardt presented a set of draft questions for the student survey. The 45 questions were in seven topic areas based on WMU and HIGE missions. It will be delivered over the Web and a good sample would be 1,000 responses. IEC members were invited to make suggestions for rewording the questions within the next week. The survey will be finished by September 25, piloted the following week, then distributed to the student body. Prizes and publicity will be provided to encourage students to complete the survey.

Working Groups – Maira Bundza

Bundza suggested working groups for the coming year. These groups will work to interpret and make recommendations for the ACE report. The groups will be given some time after each IEC meeting and will try to meet once between IEC meetings. October 1 at 3 p.m. was the next date, though the groups may choose to meet at another time convenient to members. Committees and members are as follows:

- Study Abroad: Mary Lagerwey (chair), Sheila Bair, Steve Covell, Bill Davis, Willem Homan, Silvia Rossbach.
- Languages: Maira Bundza (chair), Robert Dlouhy, Irma Lopez, Lygia Mueller, Cynthia Running-Johnson.
- Global Learning Outcomes: Dini Metro-Roland (chair), Yvette Hyter.
- Infrastructure and Support: Said AbuBakr (chair), Mushtaq Luqmani, Wei-Chiao Huang.

The meeting was adjourned at 4:47 p.m., and some of the working groups stayed to meet with their committee members.

Respectfully submitted,

Robert J. Dlouhy
Secretary