

**International Education Council
Meeting Minutes
March 2, 2018
Blair Hall Third Floor Conference 3108**

Members present: Dr. Rick Anderson, Dr. Nicole Hugo, Mr. Ifeanyi Ilochonwu, Dr. Vanesa Landrus, Dr. Jinhee Lee, Dr. Mei-Ling Li, Dr. Daniele Nardi, Dr. Dianne Timm, and Dr. Tina Wang

Members absent: Dr. Julie Dietz, Ms. Jessica French

Ex-officio present: Dr. Ryan Hendrickson, Dr. Barry Kronenfeld, and Dr. Kurt Olausen

Ex-officio absent: Dr. Newton Key and Ms. Sara Schmidt

I. Approval of Minutes

At 9:00 am Dr. Daniele Nardi called the meeting to order. He presented the minutes of the February 2nd, 2018, meeting. After review, Dr. Vanessa Landrus moved to approve the minutes with no additions or revisions and Dr. Mei-Ling Li seconded the motion. The committee unanimously approved the minutes with no abstentions.

II. Dean's Report: Dr. Ryan Hendrickson

1. Study Abroad Search Update – Dr. Hendrickson gave the committee an update on the Study Abroad Coordinator position. He thanked the search committee for all their work and also the IEC committee members for meeting with the candidates and also completing evaluations. He will be conducting a final review of all the materials and will soon be completing a Form D (Request to Offer Appointment) to send to the Office of Civil Rights.

2. Visiting Scholar Update – Dr. Hendrickson let the committee know that there are currently two visiting scholars at EIU. Dr. Wang Shen is working with Dr. Suzie Park in the English department. Dr. Jia Yuan will be working with the school of Business and Dr. Chao Wen.

Dr. Landrus asked what was typically required of the visiting scholars and what does EIU provide. Dr. Hendrickson explained that they must specify the project or research they will work on while they are here and EIU typically provides office space, library access, and can provide housing if needed. Dr. Lee asked if the scholars have to pay any sort of fee to EIU. She stated that some universities charge visiting scholars a fee. Dr. Olausen and Dr. Hendrickson said that currently there is no fee for visiting scholars to stay at EIU.

III. Reports

1. Study Abroad: Dr. Kurt Olausen

a. Spring Break Updates – Dr. Olausen updated the committee on the Spring Break Study Abroad program. There will be ten students and two faculty heading to Guatemala during spring break.

b. Summer Faculty Led Program Updates – There will be four faculty led programs this summer. They are the School of Technology in Italy, Communications Studies in Ireland, Speech Pathology in London, Paris, Florence, and Rome, and KSS in Winchester, England. There are a total of 46 students in the four programs which is a decrease from 80 students in seven programs last summer. Dr. Olausen believes the lower overall enrollment at the university has begun to affect the study abroad program, and once overall enrollment increases, then more students will be interested in studying

abroad also.

- c. Outreach Activities – Dr. Olausen shared that the office is working on providing information about study abroad opportunities to students on campus. He attends the admissions orientations and student events and provides class presentations. The office also sends out emails and posts on Facebook any upcoming opportunities. Also, our partner institution, the University of Westminster, is offering 20 minute Skype chats to any students who are interested in their program. And there is a new scholarship program for anyone interested in studying in Japan.
- d. Upcoming Deadlines – Dr. Olausen stated that next Friday (3/9/2018) is the deadline for independent summer study abroad and Fall semester 2018 programs.

Dr. Landrus asked if there were any programs that were short by only one student. Dr. Olausen stated that most of the other programs had only a few students signed up or were short by a large number. He said that if a program is short by only one or two students, they can usually work on the budget or the itinerary so it is possible for the program to go forward. The goal is to keep the per student cost down but also give students and faculty the opportunity for the program to progress. He also mentioned that programs that appeal broadly across majors are the ones that are most successful. Dr. Hendrickson said that this is an area that the new Study Abroad Coordinator will be beneficial in assisting faculty in creating new programs.

2. International Student and Scholars: Dr. Kurt Olausen

- a. Spring Enrollment Updates – Dr. Olausen provided the current numbers for international student enrollment. There were 125 fall semester undergraduate applications, which is up from 100 last year. The office has admitted 39 so far which is up from 7 last year (a 457% increase). OISS had received 485 graduate applications (up from 438 the previous year) and 174 had been admitted compared to 44 last year (a 295% increase). There were 69 applicants that he was waiting to hear from the departments before final approval.
- b. New Application/Admission Procedures – Dr. Olausen stated that having Dr. Melton assist with the admission process has been a big help. Also the office has set up an application portal that allows students to upload unofficial transcripts that speeds up the process. The students still must have their official transcripts sent to EIU, but the OISS can start reviewing the unofficial transcript. The new communication plan hasn't been set up because of technical issues, but there is currently a GA emailing students with incomplete files while ITS works on the technical glitches.
- c. TLC Update - Ms. Lauren Schuberth was unable to attend the meeting, but she sent an email with TLC updates to Dr. Olausen to share with the committee. **TLC is continuing to work on the Chinese Summer Camp where a group of Chinese high school students will visit EIU this summer, hopefully during the Fourth of July holiday. Also TLC will assist the Foreign Languages department with GlobalFest that will be held on Saturday, March 3, 2018.**

Dr. Olausen also wanted the committee to know that they would soon receiving an email invitation for the Spring 2018 International Awards Reception which will be held on April 5th in the Rathskeller/7th Street Underground in the University Union.

- d. AIS Update – Mr. Ifeanyi Ilochonwu let the committee know that the international graduate student meeting would be held today (3/2/18) at 7:00 pm. He hoped the attendance would be better since he had sent out multiple emails to the group.

Dr. Jinhee Lee asked about the process for Memorandums of Understanding (MOUs) between EIU and other international schools and universities. Dr. Hendrickson explained the process and discussed various issues that may arise because of unique situations and the various offices involved.

Dr. Dianne Timm asked if there were any plans to increase the number employees in the Office of International Students and Scholars as at other universities there are more employees available to support the international students. Dr. Hendrickson said that he was happy that they were able to hire the position of Study Abroad Coordinator who will be able to assist faculty and to also increase interest in programs, but he doesn't anticipate any more positions in OISS unless there was a considerable increase in international enrollment.

Dr. Nardi moved to adjourn the meeting at 10:10 am. The next meeting will be April 6th, 2018.

Minutes submitted by Mary Mattingly