**International Education Council**

**Meeting Minutes**

**September 6, 2019**

**Blair Hall Third Hall 3108 Floor Conference 3108**

**Members present:** Dr. Ahmed Abou-Zaid, Dr. Rick Anderson, Ms. Mary Fleming, Mr. Godwin Gyimah, Dr. Nichole Hugo, Dr. Vanesa Landrus, Dr. Mei-Ling Li, Dr. Catherine Polydore, Dr. Tina Wang, Dr. Bailey Young

**Members absent:** Dr. Kristin Brown, Dr. Julie Dietz

**Ex-officio present:** Dr. Ryan Hendrickson, Dr. Claudia Janssen Danyi, Mr. Mutombo Andy Kabasele, Dr. Tanya Willard, Dr. Stephanie Woodley

**Ex-officio absent:** Ms. Sara Schmidt

**Visitor present:** Ms. Emily Tooy and Ms. Bethanny Cougill

1. **Welcome and Introductions**1. At 9:00 am Dean Hendrickson welcomed the Council and shared his excitement for the positive numbers regarding fall 2019 international enrollment and study abroad programs. He asked everyone to introduce themselves and reviewed the members’ terms on the council.
2. **Approval of Minutes**

1. Dr. Tina Wang presented the minutes of the April 5th, 2019, meeting. After review, the minutes were unanimously approved with no additions or revisions.
3. **Subcommittee Assignments**

1. Dr. Wang explained that they need four members to volunteer for each of the two subcommittees (Study Abroad and International Student Scholarship Committees). Ms. Tooy explained that the Study Abroad subcommittee would review faculty led program proposals and also scholarship applications. Dr. Rick Anderson, Dr. Bailey Young, Dr. Catherine Polydore and Dr. Tina Wang volunteered for the Study Abroad subcommittee.

Mr. Kabasele explained the role of the International Student Scholarship subcommittee would mostly involve reviewing scholarship applications and deciding on student awards. Dr. Nichole Hugo, Dr. Vanessa Landrus, Dr. Mei-Ling Li, and Dr. Ahmed Abou-Zaid agreed to participate on the International subcommittee.
4. **Reports**

	1. **Study Abroad: Mr. Mutombo Andy Kabasele**
		1. Mr. Kabasele provided the number of students who studied abroad during the summer 2019 faculty led and independent programs. He also provided the numbers of programs and students enrolled for the upcoming semesters. Ms. Emily Tooy showed the new marketing posters for upcoming programs and displayed other marketing materials each instructor will receive to promote their programs. She also provided the council with the upcoming deadlines and a list of approved 2020 programs.
		2. Ms. Tooy also reported that the Study Abroad Fair will be September 18th from 10:00 am to 3:00 pm in the Grand Ballroom of the MLK Union. She asked that members share the information with any students who might be interested in studying abroad. Mr. Kabasele also stated that the Coles County Treasurer would be at the fair to help with the passport process and also a booth will be set up for students to have their passport photos taken for free.

		Dean Hendrickson thanked Ms. Tooy for all her hard work in promoting and marketing the Study Abroad programs.
		3. Mr. Kabasele thanked the previous Study Abroad subcommittee for their work in reviewing the proposals over the summer and for supporting the Study Abroad office. Ms. Tooy said if any faculty were interested in teaching a study abroad course, the deadline will be in April of 2020 for the Summer 2021 sessions. She urged those interested to meet the deadline, so she will have plenty of time to set up the program and promote it so there will enough students enrolled. She also said they have been working hard on the website to make it more user-friendly so if students have any questions, faculty can direct them to the website for more details about the deadlines and the programs available.
		4. Dean Hendrickson explained to the council that currently there is no policy regarding visitors/guests during a study abroad course. The proposed policy that was shared with the Council by email the week prior to the IEC meeting will help EIU implement best practices regarding guests. The policy is intended to make students aware that they cannot take guests along with them during the whole time they are abroad. There is also a similar statement for faculty traveling with guests or family. Any study abroad program should only benefit the students and faculty enrolled and the liability to the university increases when people who haven’t signed up for the course or been vetted are involved. After discussion, Dean Hendrickson asked the council to vote on the new policy. Dr. Bailey Young moved to approve the policy as it is currently written with Dr. Ahmed Abou-Zaid seconded the motion. The council unanimously approved the policy with Dr. Catherine Polydore abstaining.
	2. **International Student and Scholars: Mr. Mutombo Andy Kabasele**
		1. Mr. Kabasele updated the Council on the current numbers for international enrollment and also discussed the International Orientation Day. Currently there are sixty-one countries represented at EIU and the top five countries are India, China, Ghana, Nigeria, and Korea. He also provided the number of I-20s processed and the number of visa denials which continues to be an issue nationwide.

		Dean Hendrickson expressed his appreciation for the work that Mr. Kabasele and the OISS has been doing especially in the increase in I-20s to expand international enrollment.
		2. Mr. Kabasele said that there were 115 new students at the orientation day and OISS also provided new students information regarding immigration and plagiarism.
		3. He shared that he will soon be visiting the United Arab Emirates and Saudi Arabia to recruit new international students to attend EIU. He also plans to visit local community colleges and high schools and other intensive English language schools for find prospective students.

		The OISS also plans to again hold OPT and CPT sessions and provide information about H1-B visas during the Fall semester.

		Ms. Bethanny Cougill let the council know that the first of the semester international grocery shopping trip to Champaign was held on August 24th and about fifty students participated. They plan to provide the bus trips again in September, October and November.

		She also explained the Friendship Program which pairs international students with community members. Once paired the two can decide how often to meet. The kickoff event will be at EIU’s first home football game with a tailgate set up to get the word out about the program. If anyone is interested in participating, they can either contact Ms. Cougill for more information or visit the website at <https://www.eiu.edu/international/friendship.php>.
		4. AIS Update: Mr. Kabasele introduced the new AIS President, Mr. Godwin Gyimah. Mr. Gyimah expressed his desire to promote international education as the new AIS president. He hopes to also help prospective students with visa requests if possible to help with the approval process. He is looking forward to helping to connect international students with the Charleston community through the Friendship Program as Ms. Cougill has mentioned. Also, Culture Night will most likely be held in November, but the date hasn’t been set yet. Dr. Wang asked if there might be a way to support the student associations with maybe a competition and a monetary award to help with costs throughout the semester. More discussion will follow closer to the date.

		Mr. Kabasele also noted that there will again be an International Education week which he will officially announce later once the dates have been set.
		5. TLC Update – Ms. Schuberth was unable to attend the meeting, but provided an update to Mr. Kabasele. There are thirteen new students enrolled and TLC has received more applications this year than ever before, but they also having trouble with visa denials similar to EIU.
5. **Dean’s Report: Dr. Ryan Hendrickson**

1. Dean Hendrickson announced that Dr. William Weber has given a $13,000 gift to Study Abroad students to be used in the Spring and Summer semesters. This gift has been a great benefit to students and given many students opportunities they wouldn’t have had otherwise. He asked if anyone sees Dr. Weber, to thank him for his generosity to the Study Abroad program.

Dr. Wang moved to adjourn the meeting at 10:05 am. The next meeting will be October 4th, 2019.

Minutes submitted by Mary Mattingly