

**CSULB International Education Committee (IEC)
Standing Committee of the Academic Senate**

**Friday, October 1, 2010
11:30 am - 1:30 pm, AS 122**

Minutes #2

Present: David Anglin (At-Large Music), Shuhua An (Education), Michael Blazey (Liberal Arts), Casey Burkard, (Associated Students), Teresa Hagen-Crowder (Staff Council/Univ Relations), Heloiza Herscovitz (Liberal Arts), Nathan Jensen (Center for International Education), Jeet Joshee (CCPE), Tom Kelty (Natural Sciences/Mathematics), Leslie Kennedy (Academic Technology), Robin Lee (Career Development Center), Caroline Lusby (Recreation and Leisure), Richard Marcus (International Studies), Laura Portnoi (Education), Raul Reis (ACIP), José Rivera-Chang (At-Large, Design), Shadi Saadeh (Engineering), Antonella Sciortino (Engineering), Carlos Silveira (The Arts), Nhora Serrano (Liberal Arts), Armando Vasquez-Ramos (Center for Community Engagement), Vlatka Velcic (Liberal Arts), Mark Washburn (Business Administration), and Emyr Williams (Study Abroad Subcommittee).

Absent Voting Members: Terre Allen (FCPD), Hamdi Bilici (Business Administration), Eileen Bosch (Library), Elson Browne (Housing/Residential Life), Simon George (Int'l Community Council), Rebecca Groff (Student Athlete Services), Rich Haesley (Liberal Arts), Mike Hostetler (Student Services), Jennie Hurley (President's Scholars), Yu Ji (The Arts), Catherine Martin-Dunlop (Natural Sciences/Mathematics), Lynne Richmond (CCPE), Edward Smith (Business Admin.), and Thomas Washington (Social Work).

Guests: Elaine Haglund (Resource Development), Jessica Marquez (Student), Nilufer Medora (Health/Human Services), Aparna Nayak-Guercio (RGRLL), Sharon Olson (Education Abroad/GLOBE), and Leonard Voris (International Studies Student Association).

I. Introduction

- A. The meeting agenda was approved.
- B. Richard Marcus requested that the Minutes # 8, May 2010 be approved via email, and the committee agreed.
- C. New Members and Nominating Committee
New Committee members: Mark Washburn (Business Administration), Heloiza Herscovitz (Liberal Arts), Armando Vasquez-Ramos (Center for Community Engagement), Casey Burkard (International Studies Students Association), Antonella Sciortino (Engineering)
- D. Jessica Marquez, a journalism student, requested to record the meeting for note taking purposes. Richard Marcus requested a vote for committee approval. There were 21 for, 0 against, and 1 abstention.
- E. Re-introduction of Steering Group Members
Richard Marcus, Chair
Laura Portnoi, Vice Chair
Leslie Kennedy, Recorder
Sharon Olson
Elaine Haglund

II. Reports

- A. Reporting on the Conclusions from the Small Group Meetings (Richard)
 - Richard Marcus has initiated an "experimental" meeting plan for this academic year by alternating small and large group meetings on first Fridays of the month. Richard considers the large sub-committee as more of a Congress, and the crux of activity/work will take place in the smaller groups. He has found this perspective to be enthusiastically supported by the committee members.
 - There will be three ad hoc and two sub committees: mission statement, international students, grants, development, and curriculum in addition to the current sub committees.
- B. Report from CIE (Nathan and Sharon)
 - Nathan updated us on the staffing changes for the Center for International Education (CIE). There is good news regarding international student enrollment. Undergrad increased by 13% and exchange students increased by 10%. Grads stayed the same. There are 1341 total F and J visa international students. As the numbers grow, we could pass 3% international student representation next fall.

- Sharon Olson reported that 341 students participated in 27 programs in short term study abroad last summer. There are 10 courses slated for winter short term. The deadline for direct exchange students was this week, and there were at least 60 applications submitted. There are about 60 students abroad this semester, so a total 120 possible for this year.
- Study Abroad Fair – On Wednesday, Oct. 13, 75 vendors will participate, and they will be located in front of the bookstore.

C. Report from AVP (Jeet Joshee)

- Oct. 14-21 there will be a Chinese film and culture festival on campus including 10 films and an exhibition in the student ballroom throughout the week. Jeet encouraged us to attend the opening ceremony. Dignitaries will be present.
- The Center for International Trade at will be sponsoring a presentation on the Panama Canal Expansion at the Carpenter center.
- This past summer the reorganization in Academic Affairs consisted of the Center for International Education merging with the College of Continuing Education (CCPE). Jeet will serve in a dual role as dean of the college and AVP for CIE. A task force has been formed to review the state of international education, and Lisa Vollendorf, chair of the Academic Senate, will chair the task force. Richard Marcus, Laura Portnoi, Nathan Jensen, and Sharon Olson are on the task force. They hope to have a recommendation by November.
- A software product called Studio Abroad will be implemented by the CCPE technical department. The product provides a database to track many international activities including faculty and students who are abroad, geographical area of expertise on campus, support research needs, funding, and proposals for RFPs. The software should be available in a phased implementation beginning January.
- The international web pages will be updated this year.
- There will be a management retreat with CCP and CIE where they will be developing a strategic plan for recruitment. The task force recommendations will be helpful.

III. New Business

A. International Education Week

- We will be supporting this endeavor again this year, and it will be take place from Nov. 15 – 19. Funding will come from CCPE. The focus is to exchange ideas among students, look at study abroad programs and get to know the international students.

IV. Old Business

A. There was a vote to approve the plan to alternate full meetings with ad hoc working group-committee meetings every other first Friday of the month.

- A vote to accept this proposal was taken, and 21 were for, 0 against, and 0 abstentions.
- The next meeting will be small groups on the first Friday of November. On the First Friday of December we will report back to the full committee.

B. Richard convened the ad hoc working group for 30 minutes in order to name a leader, create a working statement, and create an agenda with meeting statements.

- Ad hoc working group for mission statement
 1. Emyr William
 2. Jose Rivera Chang
 3. Laura Portnoi
 4. Nathan Jensen
 5. Nilufer Medora (non-voting)
- Ad hoc working group for the curricula/collaborations
 1. Antonella Sciortino
 2. Carolyn Lusby
 3. Carlos Silveira
 4. Sharon Olson (non-voting)
 5. Tom Kelty
 6. Leslie Kennedy
- International students ad hoc working group

As resources in relation to curricula on campus. Localized level to integrate them.

 1. Eileen Bosch
 2. Robin Lee
 3. Nora Serrano
 4. Rebecca Groff
- Grants subcommittee

Need to work on strengthening grant development in this area.

1. Shuhua An
 2. David Anglin
 3. Teresa Hagen-Crowder
 4. Heloiza Herscovitz
 5. Shadi Saadeh
 6. Mark Washburn
- Development sub committee
How to conceptualize workload between grants and development, to coordinate processes and get faculty staff input. No one is looking at that from this perspective on this campus.
 1. Elaine Haglund (non-voting)
 2. Richard Marcus
 3. Armando Vazquez-Ramos
 4. Vlatka Velcic
- C. Reports back from each group with 1) name of group leader 2) working statement 3) an agenda (dates).
- Mission Statement group: Laura Portnoi, leader. Need to redefine the mission and charges of the committee and get them aligned. By 22 Oct. they expect to distribute a brief online survey to collect information which they will share to the large committee in December.
 - Curriculum group: Sharon Olsen, leader. Creating resources for internationalizing courses.
 - International Students group: Robyn Lee and Nhora Serrano, co-leaders. They will work with the CIE and CCPE to bring a broader campus appeal for international students. Research what is happening on campus for international students, exploit Studio Abroad software when it is available, plan an event an activity, use ASI as a resource, create a mentoring resource guide, and pair students together.
 - Grants: Shadi Saadeh, leader. Work with university research to help promote the international grants dimension, possibly serve as a link to them. Then determine the next steps.
 - Development: Armando Vazquez – Ramos, Leader.
- V. Announcements
- a. The IEC task force will be meeting soon.
 - b. Raul Reis, ACIP, accepting applications for China, France, and Spain resident directors.

The meeting was adjourned at 1:30 p.m.
These minutes have not been approved.

Recorder, Leslie Kennedy