FERRIS STATE UNIVERSITY **Academic Senate International Education Committee**

Meeting Minutes

Tuesday, February 9, 2016 11:00 a.m., Music Center 122

Scott Cohen, Chair Attendees:

Members not in attendance: Roberta Teahen

Piram Prakasam

Cami Sanderson

Antionette Smith Epps

Jerry Emerick

The meeting was called to order at 11:15am.

The minutes of the January 12, 2016 meeting were approved as distributed.

Old Business

- I. Mission Statement
 - a. Review and revision is still planned.
 - b. This is one of many "catch-up" activities required after the committee's period of inactivity.
- II. Ad-Hoc Committee – Study Abroad Procedures
 - An ad-hoc group to review and potentially revise these procedures will be established after the Study Abroad Policy is approved by the Faculty Senate.
- III. Review of Past International Education Committee Minutes
 - a. No progress to report on this activity.
 - b. These documents are available on the Faculty Senate Website.
- IV. International Education Committee Website
 - a. No update to report.

New Business

- I. International Educator of the Year (IEY) Award
 - A. Scott reported the following:
 - i. The final version of call for nominations was submitted January 15, 2016.
 - ii. Nominations deadline is February 12, 2016.
 - iii. Committee decision deadline is March 18, 2016
 - iv. Academic Affairs Award Dinner date is April 13, 2016
 - v. Academic Affairs Awards Ceremony date is April 21, 2016
 - B. The committee discussed the need to develop a rubric for the award to assure equity in the candidate evaluation process. After discussion of the content desired in the rubric, Scott use that input to develop a draft rubric and circulate it for reaction from committee members in advance of candidate evaluation. Working

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with Carrie Franklund, Scott will provide information to the Committee and FSU Academic Affairs updated on the status of the IEY Award.

- C. The discussion next focused on process considerations for the IEY Award going forward. Several issues were considered:
 - i. Should self-nominations continue?
 - ii. How much supplemental information should be gathered from the nominees?
 - iii. Is a curriculum vita with appropriately emphasized information sufficient?
 - iv. Would it be appropriate to request nominees prepare a list of activities pertinent to each criterion?
 - v. Some of FSU Faculty awards requires nominees to prepare a 1-3 page philosophy statement that can be used in deliberations. Is this a process the IEY Award should emulate?
 - vi. Are there other items of information that will be useful?

Generally, the committee agreed to request some additional information as time allows in the 2016 process. Once this IEY Award cycle concludes, there will be a better idea of how some of these things might work.

- D. Emailed response to David Stenstra regarding concerns about the IEY Award.
- II. Study Abroad Policy v. 10/23/2015
 - a. Committee will review, add any recommended revisions and forward to the Academic Senate for consideration.
- III. March meeting date for next International Education Committee
 - a. March 2016 meeting date falls during Spring Break and will need to be rescheduled.
 - b. Dates being considered are March 15, 17 and 29. Committee members will be polled by Scott to determine the next meeting date.
 - c. Committee members are asked to calendar the April 12, 2016 meeting.
- IV. BEYOND: Globalization activities for spring semester.

The Meeting adjourned at 12:10pm.

Submitted by:

Antionette Smith Epps; February 19, 2016