

**Meeting Minutes**  
**Ferris State University Academic Senate**  
**International Education Committee (IEC)**

Tuesday, September 13, 2016  
11:00 a.m., Music Center 122

**Attendees:**

Scott Cohen, Chair  
Antionette Smith Epps  
Piram Prakasam, Ex-officio

**Members not in attendance:**

Cami Sanderson  
Jerry Emerick  
Roberta Teahen, Ex-officio

The meeting was called to order at 11:05am.

Approval of the minutes of the April 12, 2016 meeting was deferred until there is a quorum in attendance.

Due to the lack of a quorum, general discussion was held on topics and a tentative work plan for the academic year was developed. It is hoped that the committee will receive additional membership from the current faculty call for volunteers that the Academic Senate has underway.

Those in attendance agreed to prioritize the tasks that will be undertaken this committee year.

**Old Business**

- I. Dr. Cohen briefly recapped committee accomplishments for last academic year, including:
  - A. International Educator of the Year Award
  - B. Certificates of Appreciation to runners-up of the International Educator Award
  - C. Ferris Fulbrighters Event on April 21, 2016 featuring Professor Abdou Ngom, Fulbright scholar from Senegal, currently researching and teaching at Western Michigan University:
  - D. BEYOND: Globalization Interactive Exhibit: April 28, 2016
  - E. BEYOND: Globalization & International Educator Award Nominee Breakfast Reception Friday, April 29, 2016
  
- II. Mission Statement
  - a. Review and revision is still planned.
  - b. This item will be undertaken in the next month.
    - i. Dr. Cohen will distribute the current document for review and comment immediately. This will allow committee members to offer comment prior to the October meeting. The hope is to expedite any revisions so that the work of the committee will be guided by an appropriate mission.
  
- III. Ad-Hoc Committee – Study Abroad Procedures
  - a. An ad-hoc group to review and potentially revise these procedures will likely not be needed.
  - b. Dr. Prakasam reviewed the prior process and charge of the former ad-hoc study abroad procedures group. After an in depth discussion of the prior process, it was agreed that the most efficient process going forward would be to use the policy recommendations of that group and develop procedures in alignment with those policies.

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- c. Some important issues for consideration in the review/revision process include:
  - i. Examination of the approval process.
  - ii. Attention to currently outstanding study abroad proposals and any associated issues.
  - iii. Review for possible revision of the study abroad proposal documents to make the data gathered more robust and useful.
  - iv. Attention to processes related to non-enrolled individuals who sometimes travel with the study abroad group.
- d. Once procedure recommendations are finalized, they would move on the Academic Senate for action.

**New Business:**

- I. Committee Membership: It is hoped that the committee will receive additional membership from the current faculty call for volunteers that the Academic Senate has underway. To that end, Dr. Cohen will work with Ms. Hadley-Kennedy to make a direct appeal to the faculty as they consider committee assignments.
- II. Committee Chair election will be deferred until there is quorum in attendance.
- III. Committee Work Plan priority for Academic Year 2016-17  
The following priority of tasks/projects is recommended:
  - a. IEC Mission Statement review/revision
  - b. International Educator of the Year Award preparation and materials
  - c. Study Abroad Policy and Procedures
  - d. IEC Website update
  - e. Historical review of IEC minutes

**Other Business:**

- I. Committee member terms of service were determined to be 3 years. Currently all members are serving simultaneous terms. Addition members to replace any who are not able to complete their terms along with adding any new members should help stagger committee member terms. Staggered terms are desirable to preserve some continuity and historical memory.

**Announcements:**

- 1. Beyond Globalization Event—October 6, 2016.

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**Next Meeting Date for IEC:**

October 11, 2016 at 11am in MC 122

The meeting adjourned at 11:50am

Submitted by:

Antionette Smith Epps; September 15, 2016