

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

Tuesday, November 8, 2016
11:00 a.m., IRC 134

Attendees:

Scott Cohen, Chair
Antionette Smith Epps
Cami Sanderson
Jim Rumpf
Piram Prakasam, Ex-officio

Members not in attendance:

Jerry Emerick
Roberta Teahen, Ex-officio

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

Minutes of the October 11, 2016 meeting were approved as distributed.

The topic of scribing for the committee was briefly discussed. Marty Lier and Antionette Smith Epps will rotate taking notes and preparing minutes of IEC meetings.

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

Old Business

- I. Mission Statement
 - a. Dr. Cohen recapped the November 2, 2016 special meeting which was held to develop an approach to revisions to the committee's mission.
 - b. It was agreed that more information is needed regarding the opinions of the FSU faculty in regard to international education. To that end, a survey of the faculty should be explored to gain insight into the current FSU faculty state of mind in this regard. Drs. Teahen noted that some information may be available from FSU assessment efforts. Also, Dr. Prakasam indicated that the OIE would search for existing survey instruments that might be adapted for use the IEC.
 - c. Further discussion on the Mission Statement was tabled until a later meeting after the International Educator of the Year Award criteria and materials have been finalized.

- II. International Educator of the Year Award
 - a. The focus of today's meeting is to decide on processes/criteria and documents for the 2017 International Educator of the Year Award.
 - b. It was agreed that all dates would be updated to coincide with University Academic Affairs and Academic Senate scheduled timelines for awards presentations in spring 2017.
 - c. It was also agreed that the award selection criteria be appropriately revised to formalize the use of the International Educator Award Rubric, which was developed by the committee in early 2016.

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- d. In order to minimize the need to constantly revise the award materials, the use of specific individual names is discouraged. Rather the use of titles, when appropriate, should be included in the award materials.
- e. Another area of discussion was ways to put more emphasis on the achievements and contributions of award nominees.
- f. The committee also discussed the need to incorporate greater transparency into the ranking process both in advance to potential nominees, nominees and the FSU faculty community in general.

New Business:

No new business was discussed.

Announcements:

A called meeting will be held on **December 8, 2016** to finalize the 2017 International Educator of the Year Award process planning and materials.

Next Regular Meeting Date for IEC:

January 17, 2016 at 11am in IRC 134.

Adjournment:

The meeting adjourned at 12:05pm

Submitted by:

Antionette Smith Epps; November 14, 2016