Minutes from International Education Advisor Subcommittee

From 8.26.2016 meeting

Prepared by Alison Rynearson, Student Success and Transitions, Chair

In attendance: Deborah Bauer, Jens Clegg, John Niser, Alison Rynearson

Absent: Susan Anderson, Cigdem Gurgur, Brian Mylrea

4:10pm Call to order, A. Rynearson

Introductions

Review of Charge

Brainstorming of items that need addressing per the charge, to be discussed with B. Mylrea at the next meeting

Election of Chair (Alison Rynearson, SST)

The group decided to meet monthly. A. Rynearson will schedule the next meeting via doodle.

4:45pm Adjournment
International Education Advisory Subcommittee

10.28.2016, 1pm, Walb 114

Chair: Alison Rynearson, Student Life and Leadership

Members: Deborah Bauer, Jens Clegg, John Niser, Susan Marie Anderson, Cigdem Gurgur, Brian Mylrea

I. Introductions, student member needed
II. Review of Charge
III. Items considered for discussion:
   a. Recruitment: Report of current recruitment policies and processes, including current top international markets and the use of paid recruiters; OIE is now attending enrollment management meetings; international students recruited through re-directing from Purdue West Lafayette; Brian has a variety of recruitment trips planned; international students will be able to use the new “Slate” system to apply online in addition to domestic students; IPFW also uses a national common application that international students can use; has a goal of increasing international student enrollment by 50%; largest source of international students at IPFW is 1. China, 2. India, 3. South Korea, 4. Bangladesh; New areas of growth: Thailand, Malaysia, Vietnam; Working on: Myanmar/Burma, Spain; Largest majors for international students: Business, Engineering, Computer Science; Development of a microsite for recruitment, viewed in five languages.
   b. Creation of combined costs option, a great option if there is a way to do it; would assist in recruiting
   c. ESL placement, to be reviewed at a future meeting
   d. State of Affairs in the OIE, request to have an annual report to share with the faculty senate, using an infographic or similar easily interpreted way of sharing basic office information; committee requested to see the OIE USAP report at the next meeting

The group decided to meet monthly. Next meeting is set for November 29, 9am in Walb 114
International Education Advisory Subcommittee

11.29.2016, 9am, Walb 114

Chair: Alison Rynearson, Student Life and Leadership (present)

Members: Deborah Bauer (present), Jens Clegg (absent), John Niser (present), Susan Marie Anderson (absent), Cigdem Gurgur (absent), Brian Mylrea (present)

I. Review of Data provided by OIE: Application analysis. Brian will work with John to create report summaries in more digestible form. Report summaries to be shared with Dr. Drummond, Faculty Senate, and Enrollment Management group. Plan is to present each year in October to inform budget decisions for the following year. For this year, plan is to present information in Feb. 2017 and returning to October timeline after that. Suggestions to include an executive summary and plan for the upcoming year. Looking into creating an infographic. Report to include acquisition and retention costs.

II. Student Representative: Brian will reach out to the International Student Organization to see if there are any student nominees. One student has volunteered as well. The definition of international student at IPFW does not exist outside of enrollment information.

III. Committee is working on recommendations for the senate: Potential recommendations are:
   a. Define what an international student is. Admissions reporting information should be different than general consideration as an international student on campus
   b. Track retention of international students
   c. Recommend an all-campus freshman seminar required under general education
   d. Updates on ESL English placement process for students whose native language is other than English
   e. Change in by-laws regarding representation on committee

The group will meet monthly. Alison will schedule the next meeting for late January or early February.
International Education Advisory Subcommittee

1.31.2017, 3 pm, Walb 114

Chair: Alison Rynearson, Student Life and Leadership (present)

Members: Deborah Bauer (absent), Jens Clegg (absent), John Niser (present), Susan Anderson (present), Cigdem Gurgur (present), Brian Mylrea (present)

I. Brian will submit annual report to committee. Members will analyze and discuss how to make it easily interpreted.

II. OIE was prepared for response to presidential executive order and has presented a response. OIE took stock of students and faculty and made communication as necessary. Prepared media responses. Mylrea and Niser were both interviewed for comments on the radio. This policy may affect international student recruitment. Several outreach sessions will be offered to address questions of students and faculty/staff

III. Recommendation by Mylrea to add provided definition to the IPFW bulletin (for admission purposes). Would need to send to EPC.

IV. The following proposals were created, reviewed by Mylrea, and sent to EPC:

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Proposal #1:

I. Whereas a current definition of international students adopted by all departments does not exist and is not published in the bulletin.

II. Be it resolved that the following be published in the bulletin and be applicable to all departments on campus.
   a. International Student
      i. For admission purposes, an international student is defined as:
         1. An individual who is outside of the U.S. and will be applying for a temporary (e.g. F-1, J-1) visa to study at IPFW.
         2. An individual who is in the U.S. on a temporary visa, and who is not an immigrant (U.S. legal permanent resident), or an undocumented immigrant, or a refugee.

Passed by the subcommittee on 1.31.2016.

Passed unanimously by Niser, Anderson, Rynearson, Gurgur, and Mylrea

Absent: Clegg, Bauer

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Proposal #2:

I. Whereas section 2, “English Language Proficiency” under Academic Regulations, paragraph pertaining to “other ESL students” is no longer relative to any student cohort, because students are no longer admitted if they do not meet the English Language Proficiency for full admission.
   a. “Other ESL students shall:
      Be admitted only to the Mastodon Advising Center unless they score the equivalent of 550 or above on the TOEFL-Paper, 79 or above on the TOEFL-Internet, 6.5 or above on the IELTS, or 80 and above on the Michigan Test and meet the admission requirements of a degree-granting academic unit. Students admitted in this fashion to the Mastodon Advising Center shall not be eligible for admission to another academic unit until they have completed ESL-related requirements. Enroll in the appropriate ESL course each semester until the requirement is satisfied.
Complete the prescribed series of ESL courses within their first 36 credits at IPFW. The Mastodon Advising Center shall have authority to alter any student’s registration if these requirements are not being met.”

II. Be it resolved that the aforementioned section be eliminated from the bulletin.

Passed by the subcommittee on 1.31.2016.
Passed unanimously by Niser, Anderson, Rynearson, Gurgur, and Mylrea
Absent: Clegg, Bauer

Proposal #3:

I. Whereas academic regulations, section 2, “English Language Proficiency,” mentions the Michigan Test, which no longer exists, and makes reference to “International Student Services,”

II. Be it resolved that we strike “the Michigan Test” from this paragraph and replace “International Student Services” by the current name of the office, “Office of International Education.”

Passed by the subcommittee on 1.31.2016.
Passed unanimously by Niser, Anderson, Rynearson, Gurgur, and Mylrea
Absent: Clegg, Bauer

Proposal #4:

I. Whereas all students, domestic and international, who do not place into Eng W131 are required to take a lower level course: Eng W115, Eng W116, Eng R150, or Eng W129.

II. Whereas international students whose native language is other than English are required to take an on campus ELS placement test to determine if students should be placed into Eng W115, Eng W116, Eng R150, or Eng W129 courses.

III. Whereas Eng W115, Eng W116, and Eng R150 are no longer offered by the Department of English and Linguistics.

IV. Be it resolved that the currently unnecessary ESL on campus English placement testing requirement be removed for international students.

V. Be it further resolved that those international students who place into Eng W129 be integrated into all offered sections of Eng W129.

Passed by the subcommittee on 1.31.2016.
Passed unanimously by Niser, Anderson, Rynearson, Gurgur, and Mylrea
Absent: Clegg, Bauer
2.17.2017 Minutes

International Education Advisory Subcommittee

3 pm, Walb G08 (behind the ground floor eating area)

Chair: Alison Rynearson, Student Life and Leadership

Present: Deborah Bauer, John Niser, Susan Anderson, Cigdem Gurgur, Brian Mylrea, Alison Rynearson

Absent: Jens Clegg

1. See below for passed proposal regarding committee membership

2. Committee requests an email be sent to Linda Wright-Bower respectfully requesting that the first four proposals be acted upon at the March senate committee meeting.

3. Review of Data/Annual report presented by B. Mylrea

The next meeting on April 5th will need to be rescheduled as Brian will be traveling.

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From: International Education Advisory Subcommittee

Date: 2/22/2017

Proposal #5:

Whereas, at this point in time, this position of the ex officio is currently by “a staff member in either the Center for Academic Support and Achievement or Student Success and Transition,” and is “selected annually by the Vice Chancellor for Student Affairs and Enrollment Management”...

Whereas, over the past several years, there have been several reorganizations of the administration that have impacted the non-faculty ex-officio positions on the committee...

Whereas, the role of this person is important to the work of the committee in so far as it brings insights on campus-wide advising issues...

Be it recommended that the VCAAEM appoint this ex-officio position upon recommendation of the Director of International Education based on their cross-campus advising experience.

Passed unanimously by Niser, Anderson, Rynearson, Gurgur, Bauer, and Mylrea

Absent: Clegg

Passed on 2.17.2017
Minutes:
International Education Advisory Subcommittee
4.24.2017, 10am, LB 275 (Skybridge)
Chair: Alison RyPearson, Student Life and Leadership
Members: Deborah Bauer (absent), Jens Clegg, John Niser, Susan Anderson, Cigdem Gurgur (absent), Brian Mylrea

1. Update on proposals: Combined proposal re: ESL student testing and international student
definition will be presented on May 1st at the final faculty senate meeting. The proposal on
committee make up is being reviewed by Jane Leatherman re: formatting. Alison will follow
up with Jane.

2. Other topics for discussion:
   b. Combined cost option: Meal plan discussions with Aramark have begun.

No meeting scheduled in May.
Do we need to meet in May?