
**International Education Council
Minutes of 20 April 2023**

Call to Order

The regular meeting of the Western Michigan University Faculty Senate International Education Council was called to order at 3 p.m. on 20 April 2023, via Webex video conferencing by David Huffman, chair.

Members in Attendance: Vuvu Antonio, Fathima Bachilee, Joan Conway, Bradford Dennis, Jessica Gladden (substitute for Shannon McMorrow), David Huffman, Elena Lisovskaya, Michelle Metro-Roland, Joseph Milostan, Jun-Seok Oh, Abby Wang, Jim Whittles, Paulo Zagalo-Melo, Germán Zarate-Sández (substitute for Anna Popkova)

Members Absent: Ellen Breakfield-Glick, Charles Bruce

Ex Officio in Attendance: Zeljka Vidic

Guest: Diane Riggs, Undergraduate Studies Council Chair

Quorum

A quorum was present.

Acceptance of the Agenda

[MOTION] It was moved by Milostan, seconded by Whittles, to accept the 20 April 2023 agenda as presented. The motion carried unanimously.

Approval of the Minutes

[MOTION] It was moved by Whittles, seconded by Conway, to approve the minutes of 16 March 2023 as presented. The motion carried unanimously.

Elections of Officers

Ex Officio Vidic facilitated the elections for International Education Council officers for the 2023-24 academic year.

- Whittles nominated Dennis as chair.

[MOTION] It was moved by Whittles, seconded by Oh to elect Dennis as chair. The motion carried.

- Nominations for vice chair and secretary were declined. Elections for vice chair and secretary were postponed until the May meeting.

Reports of Officers

Chair Huffman thanked the International Education Council members for supporting him this past academic year.

Ex Officio Vidic did not provide a report

Reports of University Representatives

Zagalo-Melo announced that he will be presenting at the National Association of Foreign Student Affairs (NAFSA) Association of International Educators National Conference. Zagalo-Melo will be presenting strategic budgeting and internationalization. Details can be found on the [NAFSA Conference website](#):

Zagalo-Melo announced that the WMU Asian Forum will take place from 5 May through 7 May at Sangren Hall. There will be an invited speech: Bioethics of life and death, East and West--what can we learn from each other? And an invited panel: Death and Dying in Contemporary East Asia. [See the webpage for more details.](#)

Zagalo-Melo reported that the new global engagement program was presented to the Academic Forum. There will be three statuses students can achieve. For Global Broncos status, a student must attend six events and fulfill two requirements. They will then receive \$500 as a scholarship and achievement. For Global Explorer status, a student must complete a section of 3100 and one other course requirement. The student will then receive a \$1,000 scholarship and will be paired with a student mentor who has studied abroad. For Global Citizen status, a student must complete two or more course requirements, study abroad, conduct global research, a Fulbright, and an international internship. The student will then receive a personalized letter of recommendation from the Haenicke Institute for Global Education (HIGE). The program will start in the fall of 2023. Students will not have to register. They will be tracked automatically and registered. If a student completes any of the components required by each status, they will be contacted by HIGE. If a student has already completed any of the requirements, they will already be added and included. The program can also accommodate graduate students. For more details, [link to the program](#).

Zagalo-Melo reported that another HIGE initiative is the global hubs program. Milostan reported that WMU has strong partnerships in Portugal and the Dominican Republic. A hub in China will be created in the future. Students will be able to take WMU Essential Studies courses in the Dominican Republic and Portugal over the summer. HIGE is ready to announce its proposal to encourage courses at those hubs. The logistics will be led by the study abroad office with faculty input. Course proposals are due mid-June. Fall recruitment will be done by HIGE. WMU is recruiting across campus. Milostan will send out more info to the International Education Council soon. Zagalo-Melo noted that the use of this model will scale up operations in the future. The target is to offer up to four classes abroad next year.

Reports of Councils/Committees Standing Committees

Gladden reported that the College of Health and Human Services International Committee did not meet this month, but the college will be hosting a potluck dinner for students.

Oh reported that the College of Engineering International Committee created a proposal for engineering internship opportunities and will present the proposal to the dean for future action.

Reports of Working Groups

Metro-Roland reported on the recommendations of the Fulbright Working Group to encourage wider participation by WMU faculty in the Fulbright U.S. Scholar program. These recommendations are based on best practices for creating a Fulbright-friendly campus and the results of a survey conducted with WMU faculty Fulbright alumni in spring 2023.

Recommendations submitted by 2022-23 IEC Working Group-Fulbright U.S. Scholar Program:

1. Develop University-wide recommendations for departments to manage Fulbright leave.
 - a. Faculty awarded a Fulbright would automatically qualify for an alternate academic schedule or unpaid professional leave of absence if outside a sabbatical year.
 - b. Faculty to discuss the matter with the department chair early in the application process.
2. Ensure that University policy states that accepting a Fulbright grant in a non-sabbatical year will not negatively impact the faculty member's eligibility timetable for future sabbaticals.
3. Identify funding, which departments can apply for to hire adjunct faculty to cover the teaching loads of a faculty member on a Fulbright award.
4. Identify funding to top off faculty salary for those who are on an unpaid professional leave of absence for a Fulbright award (as Fulbright stipends do not always equal a faculty member's salary)
5. WMU should maintain benefits for faculty on unpaid professional leave for a Fulbright award (health insurance, life insurance, long-term disability, tuition benefits for dependents).
6. Continue to allow flexibility for faculty to decide whether to stop the tenure clock or not if on unpaid professional leave for a Fulbright award.
7. Set aside \$6,000 of American Association of University Professors (AAUP) Faculty Development Funds to provide five \$1,200 Fulbright pre-application international travel grants that can be used to establish contacts in the potential host country and secure a letter of affiliation ahead of Fulbright application, can be used up to one year ahead of application.

8. Schedule an invitation each year to present to Provost's Council, Academic Forum, and any college-wide meetings to inform about Fulbright opportunities, the competitive nature of the fellowship, and the outcomes of previous Fulbright awards as noted in the survey of Fulbright alumni.
9. In addition to Spring Convocation, add an all-University fall information session.
10. Establish the Fulbright Advisory Committee of Fulbright U.S. Scholar Program Alumni.
11. Ensure that the Fulbright Scholar Award recognition is widely distributed to various stakeholders.
 - a. Strategic Marketing and Communications announces Fulbright Awardees in a press release in the fall of the academic year for which the award was given.
 - b. Fall Convocation should include Fulbright Award recognition in the academic year following the Fulbright award activity (so upon the return of the scholar)
 - c. Highlight the activities of Fulbright scholars in other materials such as alumni magazines, recruiting, and social media posts.

Dennis presented the executive summary of the Welcoming International Students Working Group. The appendices referred to in the executive summary report are in a Microsoft Teams folder. IEC will be given access to the Microsoft Teams folder. The Welcoming International Students Working Group Executive Summary Report was distributed to IEC before this meeting. Three recommendation themes were developed during the Working Group meetings:

- Welcoming ideas
- Improving communication ideas
- Improving service ideas

Welcoming Ideas:

1. The creation of a mentoring program for international students
2. Host a lunch for international students at the college level, similar to the College of Health and Human Services
3. Host coffee and tea for international students at the college level. This also may be a great venue to ask students informally about ideas that would make them feel more welcome at WMU
4. College orientation in which mentors and host families meet with the college community at the beginning of the semester
5. Develop a survey to investigate what would make international students feel more welcome.
6. IEC chair or Faculty Senate Executive Board meeting with student representatives from International Student Council (ISC), Graduate Student Association (GSA), Western Student Association (WSA), and the Office of Student Engagement representatives to discuss how to help students better integrate Registered Student Organizations (RSO) meetings, activities, and grants.

Improving Communication Ideas:

1. Formally add a member of the ISC to the IEC Council.
2. Meet with WMU Marketing and Strategic Communication to determine the best ways and venues to promote international student events.
3. [Update and maintain the Haenicke Institute for Global Education \(HIGE\) Events webpage](#)
4. Publish a HIGE newsletter regularly which will be available to students and faculty online.
5. Reactivate the "Get Globally Engaged" campaign or create something similar.
6. Create workshops through the Office of Faculty Development about creating welcoming environments for students.
7. [Develop a closer relationship with Global Ties Kalamazoo \(formerly Colleagues International\) Create a questionnaire that faculty \(mentors\) and international students \(mentees\) can use to align their expectations.](#)

Improve Services Ideas:

1. Review HIGE orientation and determine whether to add elements from what was First Year Experience and is now the Office of Student Transitions.
2. Improve transportation issues for international students

- a. The College of Engineering has been working on this issue with Metro Transit. Current ideas in the planning stages are to create a system like Uber, called Demand Responsive Transit (DRT), which the Kalamazoo Metro is considering, and to create a web-based service to connect the university community to share their vehicles with those who need transportation services.
- b. Utilize the departmental vans that exist on campus but are underused in the evenings. A proposal was sent to the Alumni Association in 2022.
3. Some students are having a problem finding housing during breaks when the University dormitories are closed. [The ideal would be something like what is offered to Seita Scholars during breaks](#)

Zagalo-Melo responded that ISC is a subgroup within the WSA. IEC could ask WSA to appoint a representative to IEC who is also on the executive board of the ISC.

New Business

[Chair Huffman shared the IEC 2022-23 year-end report. For details on the IEC charges, see:](#)

Riggs reported on her experiences internationally. Riggs mentioned that the Undergraduate Studies Council and IEC could give students a vision of how we could expand learning. Zagalo-Melo reported that the Haenicke Institute is progressing toward components that move students forward.

There was a discussion regarding the model and location of the 2023-24 IEC meetings.

[MOTION] It was moved by Whittles, seconded by Zagalo-Melo, to postpone the decision until the 18 May meeting. The motion was carried unanimously.

Announcements

None.

Adjournment

[MOTION] It was moved by Whittles, seconded by Oh, to adjourn the meeting at 5:03 p.m. The motion was carried unanimously. The International Education Council meets next on 18 May 2023, via Webex video conferencing.

Approval

Submitted by Bradford Dennis, Secretary

Minutes approved on 18 May 2023.