**Minutes from the Council for International Education**

April 3, 2019 (9am-9:50 am)

University Union Board room

In attendance: Yong Tang, Broadcasting and Journalism (Chair); Miguel Narvaez, Kinesiology (Chair); Boh Young Lee, Curriculum and Instruction (Recorder); Krista Bowers Sharpe (Libraries); Samit Chakravorti, Management and Marketing; Richard Cangro, Music; Shyan R. Edwards, International Student Representative;

Dr. Tang (Chair) called the meeting to order at 9:04 am

 **I. Approval of Meeting Minutes (February 6, 2019) (December 7, 2018)**

 Members agreed to table Dec. 7th meeting minutes since there was a need to make corrections. In May, the meeting minutes will be reviewed and revised if necessary.

Feb. 6th meeting minutes was approved- motion made by Dr. Chakravorti, with Dr. Cangro seconding.

**II. Effects of the recent layoffs on CIE members**

Members briefly discussed the effects of the recent layoffs on CIE members and any changes in membership.

**III. Discussion of the approved CIE bylaws**

Members reviewed the changes added by the Faculty Senate. Members discussed and made some changes under “membership” as shown below (changes in bold/underlined).

“The Council for International Education shall consist of **up to** thirteen members including nine

faculty members from either campus (two from each college and one from the Library)

appointed by the Faculty Senate, two students (one study abroad student and one

international student), and the Executive Director of the School of Global Education and

Outreach, **and/**or the Executive Director’s designee, as **non-voting ex-officio members**.

Preference will be given to faculty with international education or experience.”

In addition, the date on the bottom was revised as “Approved by Faculty Senate on 03/26/**2019**”

Dr. Cangro asked about the letter “e” under “Duties” if CIE would be provided any report and who was going to provide it for the Council. Dr. Chakravorti mentioned that registrar should be able to look over all GI designation courses and send the list to the Council. Ms. Bowers Sharpe said that it would not be hard to get the data if needed. Dr. Chakravorti asked if the Council would need to report once a year. Chair said yes.

Motion to approve the changes above made by with Dr. Cangro, Seconding with Dr. Chakravorti. All in favor. Against none. Chairs will send the revised CIE bylaws to Annette Hamm, Faculty Senate Office Manager.

**IV. International recruitment (brainstorming)**

Chair stated, according to the new CIE bylaws, the Council has power to support the university to recruit more students, especially international students.

Dr. Chakravorti suggested inviting Dr. Jeff Hancks, Executive Director of School of Global Education and Outreach. Members agreed to invite him in the fall. Chair mentioned that COFACT International Committee had invited Chairs and Ms. Christie Carmack, Assistant Director, Marketing and International Relations, and they had a productive meeting. Chair explained further that COFACT International Committee had been working on creating a website in Chinese for School of Music and writing a recommendation report to be submitted to University Administration. For the report, each COFACT International Committee member was asked to write a short report for their department as answering five questions, which were 1) the number of international students in the last 5 years; 2) any notable changes; 3) any struggles/problems faced by international students to attend WIU; 4) What kind of solutions they could propose to attract and retain more students from foreign countries; 5) if they were aware of what any other comparable universities in the U.S. are doing to attract international students.

Chair said CIE is the only university committee that can do something on international recruitment. Dr. Cangro suggested that CIE find out what each college is doing, what their efforts are, and what resources they have and share ideas to see what the Council can do. In addition, Dr. Chakravorti suggested that CIE would need to look at other universities. Members agreed.

**V. May 1 meeting with Interim Provosts and Faculty Senate Chair**

Chair asked members to brainstorm questions that members would like to ask at the meeting with Interim Provosts and Faculty Senate Chair on May 1st.

Members all agreed that CIE would expect Interim Provosts and Faculty Senate Chair to explain their vision and CIE charge for clarity. Dr. Cangro suggested that members see if administration vision is aligned with CIE original charge (CIE bylaws).

In addition, members discussed one of CIE duties; CIE conducts periodic reviews of all Global Issues courses to assure compliance with the goals and objectives defined by the Council for International Education. Chair reminded members of CIE charge from Dr. Kathy Neumann, which was to create a rubric to reevaluate the effectiveness of all global issue courses. Members agreed that CIE would need to review syllabi of all Global Issues courses if the courses meet the goals and objectives. Ms. Bowers Sharpe informed Deans’ reports as well as the goals and objectives can be found on Provost webpage.

Meeting Adjourned at 9:52am. Minutes taken by Boh Young Lee