

International Education Committee Minutes
Kremen School of Education and Human Development
Wednesday, September 25, 2013
10:30 am-12:00 pm in ED 354

Present: Rajee Amarasinghe, Jyothi Bahina, Kim Cole, Sarah Lam, Diane Oliver, Kien Pham, Jenelle Pitt, William Riley, Christian Wandeler, Don Wise.

1. **Self-introductions:** Each member was asked to provide their department affiliation, international background, and research interests.
2. **Approval of minutes and agenda:** Both were approved without revision.
3. **Meeting dates and times:** The IEC meetings will be from 10:30 to 11:30 on October 30, November 20, and December 12, 2013. The location will be announced soon.
3. **Current IEC members:** Diane explained that the President of the Faculty Assembly has been working on bringing KSOEHD committee membership into line with the new constitution. In the past, the committee has had the flexibility to select its own at-large members, but now this does not seem to be the case. The committee members felt that having this flexibility is important to the committee in gaining expertise and people who strongly support the purpose of the committee. Diane will request that the IEC be allowed to select its at-large members. Diane may check with Paul Yunouye to see if he would like to be an outside member on the IEC.
4. **Selection of a committee co-chair:** Based on the IEC's history of having effective co-chair arrangements, the suggestion to appoint a co-chair was supported. Christian volunteered to be the co-chair with Diane.
5. **Activities for International Week, 12-16 November:** The IEC usually organizes an activity for International Week. In the Spring 2012 semester, the IEC discussed inviting Ms. Le Thi Ngoc Nhan from the Institute of Educational Management, Ho Chi Minh City, Vietnam. Ms. Nhan is willing to pay her own travel expenses. Diane, with the agreement of the IEC, drafted a letter of invitation for Dean Beare to send to Ms. Nhan in August. She has been given permission from the Institute to be gone and is now waiting to see if the US Consulate in HCMC will issue her a visa. Normally the CSU Fresno International Week Committee determines the speaker schedule around campus, so the IEC will need to contact that committee. In November 2011, the speaker from a university in Mexico presented in ED 140 and the dean provided some funding for food placed on tables outside the room; however, perhaps the food is not needed.
6. **Gifts for International Visitors:** Last semester, the dean told Juan Carlos and Diane that he would be willing to fund some gifts that could be presented to international visitors as mementos of CSU Fresno. Sarah said that Laura Rabago has catalogs and will be ordering some gifts for visitors and the IEC could work with Laura on this. Rajee suggested that we should have two types of gifts: (a) gifts for visitors who come as speakers or some other active contributory role and (b) gifts for those who just come for a visit (e.g., a shirt with university branding). A discussion followed of ideas for gifts and William suggested that we might need to be careful

about food, as some people have food allergies. Diane and Kim will visit Laura to discuss gifts, and Sarah informed Laura of the plan.

7. Protocol for welcoming international visitors: As was stated at a previous IEC meeting, the university and KSOEHD are not always so good at welcoming international visitors, especially when compared to the ways in which many of the IEC members have been welcomed in other countries. A suggestion was made for the IEC to develop a simple protocol that could assist anyone in the school who is hosting foreign visitors. Diane and Christian will draft a protocol for discussion by the IEC.

8. IEC Goals for 2013-2014: The purpose of this discussion was to develop ideas that can be honed into one or two goals that the IEC can work on during this academic year. The goal could be to find ways to help internationalize the perspectives and experiences of faculty and students in KSOEHD and beyond. Two suggestions arose from the discussion: (a) organize a trip to India and (b) identify funding opportunities for faculty and students for work and study abroad experiences (e.g., the Fulbright Specialist grants for faculty). Jyothi is connected to schools in India and will draft a proposal for the IEC to review and then submit to the dean. A suggestion was made to perhaps form a subcommittee to search for funding opportunities to teach and study abroad. These opportunities could be posted in a special section on the IEC web site.

9. Proposed outstanding Kremen international student award: This item is deferred to the next IEC meeting for discussion.

10. Other matters:

a. Maintaining the KSOEHD web page and the Facebook page: The KSOEHD web page will need to be updated with pictures and bios of new committee members. Diane will check with Laura Rabago about maintaining the web page; in the past the IEC meeting minutes also have been posted on the web page. Lisa James, who previously was our graduate student representative and subsequently an at-large (international specialist) on the committee had designed and maintained a Facebook page for the IEC. However, she is no longer at CSU, Fresno so a determination needs to be made regarding whether to keep the page active or ask Lisa to discontinue it. Before making a decision on the Facebook page, university policy should be reviewed.

b. Other international committees on campus: Christian asked if other international committees exist on campus or is there a university international committee that we would contact to see what they are doing. Sarah said there is a university international committee, but no one knew if committees exist in other schools and colleges. Christian will contact Paul Hoffman.

c. William suggested that the committee consider an international student be invited as an ex officio member of the IEC. Diane will try to find out who the international students are in Kremen.

d. Visitors from South Korea: Jenelle was notified that some visitors who work in the area of assisting people with disabilities will be visiting Fresno and would be interested in coming to the university on October 25, 2013. Jenelle is working on arranging the visit.

Next meeting: Wednesday, October 30, 2013, 10:30 – 11:30, ED 354

Summary of Action Items and Carry-over Agenda Items

Action Items	Leads
1. Contact Faculty Assembly President requesting that at-large members be selected by the IEC	Diane
2. Coordinate the scheduling of Ms. Nhan's presentation	Sarah
3. Selection and ordering of gifts for international visitors	Kim & Diane (with Laura Rabago)
4. Draft an international visitor protocol for review and input by IEC members	Christian & Diane (with advice from Berta)
5. Draft a proposal for a trip to India	Jyothi
6. Gather more information about updating the KSOEHD IEC web site	Diane
7. Gather more information about university policy regarding maintaining a Facebook page, so that a decision can be made about the IEC's page	Diane
8. Research whether there are other international committees on campus	Christian
9. Find out who the international students are in Kremen	Diane
Carry-over Agenda Items	
1. IEC goals for 2013-2014	Diane
2. Proposed outstanding Kremen international student award	Diane & William
3. Proposal to invite a KSOEHD international student to be an ex-officio member of the IEC committee	William