University Senate International Affairs Committee
Minutes from Meeting 1/17/2017 (approved 2/8/2017)

In attendance: Celka Straughn (Chair), Seth Brooks, Alexis Jones, Onobeoghene Oghenekaro, Charlie Bankart (ex officio), Melissa Birch, Kapila Silva, and Manuela Gonzalez-Bueno (via Skype)

I. Reviewed and approved minutes from 12/16/2016. Motion to approve by Melissa Birch, seconded by Onobeoghene Oghenekaro.

II. Determine unit representatives to invite to upcoming meetings, draft invitation, and delegate sending invitations and confirming meeting dates.

The committee will move forward to set up meetings with units that comprise international programs to learn about their concerns and desires as well as with international student organizations and related units in order to investigate, report and make recommendations on international student outreach and issues. Charlie Bankart, Interim Associate Vice Provost for International Programs and ex officio to the IAC, will work to ensure various IP voices/perspectives are included and can provide info/data.

Members of the committee will invite the following units/representatives to the upcoming committee meetings as well as possibly an evening meeting with students during an International Student Association officer meeting:

- Applied English Center (Charlie Bankart)
- International Students Services (Charlie Bankart)
- Stuart Day, Interim Vice Provost for Academic Affairs (Melissa Birch)
- Area Study Centers (CLACS, KASC, CEAS, CREES, CGIS) (Melissa Birch)
- School of Languages, Cultures and Literature (Melissa Birch will reach out to Marc Greenberg to obtain reports and determine if he or another representative would like to meet)
- Nate Thomas, Vice Provost for Diversity and Equity (and see if someone from Climate Survey) (Celka Straughn)
- Office of Multicultural Affairs (Celka Straughn)
- Rodolfo Torres, Associate Vice Chancellor, Office of Research (Celka Straughn)
- Postdoc Association (since ¾ postdocs international) (Celka Straughn)
- Abdoulie Njai, Student Senate Director of Diversity and Inclusion (Onobeoghene Oghenekaro)
- International Student Association (reach out and bring members from groups; ask if we can meet and have other student organizations meet with us and them during one of their officer meetings) (Onobeoghene Oghenekaro)
- Chinese Student and Family Friendship Association (Onobeoghene Oghenekaro)
- TESSL graduate student organization in School of Education (Manuela Gonzalez-Bueno)
- Middle East/Arab Student Association and/or Islamic Cultural Center (Kapila Silva to look up and invite; Charles Olcese in ISS can provide contact info – rec. Charlie Bankart)

When considering different IP units, the question arose about the possibility of an International Faculty Association. This may be something for KU to consider.

Invitations will share key questions so that representatives can prepare in advance. Representatives will be invited to 20 minute sessions during one of three half hour periods at upcoming IAC meetings. Seth Brooks will look into creating a calendar for scheduling on Blackboard through the Starfish program.

III. Prepare key questions/points of discussion for unit representatives.

The committee will ask for **short reports from administrative units** that include:
key areas of work; areas of concern; opportunities for development; major initiatives; what would be good forms for communication with IAC and KU; how can IAC/University Senate be useful and learn more about the international dimensions of what is happening on campus (how IAC can be an effective conduit)

From **student organizations**: information about the organization and key goals; is the organization obtaining useful and relevant information; are their needs as international students being met; are they looking for further assistance/support; key issues for the organization and the students it represents; how can IAC/University be useful and learn more about the international dimensions of what is happening on campus (how IAC can be an effective conduit)

IV. Invitation Templates for administrative units and student organizations:

For **administrative units:**
subject line [invitation to speak with International Affairs Committee, University Senate]

Dear NAME [KU dept/unit],
The University Senate International Affairs Committee would like to invite you or another colleague in NAME OF UNIT to meet with members of the committee to discuss the challenges and opportunities for the international community on campus, gather perspectives from your UNIT/ORGANIZATION, and seek active collaboration for effective policy shifts at KU.

Could you please share your availability on the following dates and times; we will then schedule a meeting with you for about 20 minutes.
- **Feb. 8, 10.30-12**
- **Feb. 28, 2.30-5**
- **March 30, 1-2.30**

For our meeting we would like for you to **please share with us a short verbal report** about your unit that includes, as relevant: key areas of work; major initiatives; areas of concern; opportunities for development; ideas for how can the IAC/University Senate be an effective conduit for international dimensions at KU.

The University Senate International Affairs Committee (IAC) works to improving the international dimension of KU by expanding opportunities and monitoring success of incoming international students and by promoting, expanding, and enhancing opportunities for KU students, faculty, and staff to have international experiences. As part of its FY2017 specific charges the IAC has been tasked the following:

- Determine ways that the Committee can reach KU faculty, students, and staff in order to identify their concerns regarding International Programs. Ask the units that comprise IP about their concerns or desires for IP.
- Investigate, report, and make recommendations on outreach to international students, both graduate and undergraduate, concerning their experiences at KU in terms of, but not limited to: mental health and overall wellness, housing, academic advising, and campus involvement. Solicit the input of Office of Multicultural Affairs (OMA) Staff and Student Senate Director of Diversity and Inclusion, as well as international student organizations in this effort.

We would very much like to meet with you or another representative from your unit in order to meet this specific charges as well as the IAC's standing charges to:

- Hear reports on strategic planning and activities from IP units, suggest changes or new directions, and facilitate collaboration among faculty and administrative units.
- Review and provide input on new policies that relate to international research and teaching.
- Identify concerns or issues for discussion and action related to KU's international affairs from students, faculty, and staff.

Thank you very much for your consideration and we look forward to hearing from you.

Sincerely,
YOUR NAME

For **student organizations**:
subject line [invitation to speak with International Affairs Committee, University Senate]

Dear NAME [Student Group],
The University Senate International Affairs Committee would like to invite you or another colleague in NAME OF UNIT to meet with members of the committee to discuss the challenges and opportunities for the international community on campus, gather perspectives from your UNIT/ORGANIZATION, and seek active collaboration for effective policy shifts at KU.

[For the International Student Association – ask if could schedule an evening session during one of their officer meetings and include representatives from other student organizations; perhaps see about this possibility first and then adjust below with the evening option]
Could you please share your availability on the following dates and times; we will then schedule a meeting with you for about 20 minutes.
- **Feb. 8, 10.30-12**
- **Feb. 28, 2.30-5**
- **March 30, 1-2.30**

For our meeting we would like for you to **please share with us a short verbal report** about your organization that includes, as relevant: information about the organization and key goals; key issues for the organization and the students it represents; are their needs as international students being met; is the organization obtaining useful and relevant information; is the organization looking for further assistance/support; ideas for how can the IAC/University Senate be an effective conduit for international dimensions at KU.

The University Senate [International Affairs Committee](#) (IAC) works to improving the international dimension of KU by expanding opportunities and monitoring success of incoming international students and by promoting, expanding, and enhancing opportunities for KU students, faculty, and staff to have international experiences. As part of its FY2017 specific charges the IAC has been tasked the following:

- Determine ways that the Committee can reach KU faculty, students, and staff in order to identify their concerns regarding International Programs. Ask the units that comprise IP about their concerns or desires for IP.
- Investigate, report, and make recommendations on outreach to international students, both graduate and undergraduate, concerning their experiences at KU in terms of, but not limited to: mental health and overall wellness, housing, academic advising, and campus involvement. Solicit the input of Office of Multicultural Affairs (OMA) Staff and Student Senate Director of Diversity and Inclusion, as well as international student organizations in this effort.

We would very much like to meet with you or another representative from your unit in order to meet this specific charges as well as the IAC's standing charges to:

- Hear reports on strategic planning and activities from IP units, suggest changes or new directions, and facilitate collaboration among faculty and administrative units.
- Review and provide input on new policies that relate to international research and teaching.
- Identify concerns or issues for discussion and action related to KU's international affairs from students, faculty, and staff.

Thank you very much for your consideration and we look forward to hearing from you.

Sincerely,
YOUR NAME