

International and Education Services Committee

John Rector, Daryl Thomas, Yanwei Wu, Ermie Buncal, Robin Smith, Sarah Boomer, Ann Bliss, Rob Troyer

Room

Date: Feb 16, 2015

Time	Agenda Item	Who	Outcome/ Follow-up
3:50pm	Review of January Minutes: Course Equivalency	John Rector	The question of who should sign off on approving course equivalency had been discussed. The answer seems to be Dean Susan Monahan or Dean Mark Gerod. However it makes sense to have the Dept Head or Chair sign, since their expertise can be respected. The process includes the student must use the available form to describe the course(s); match it to the course catalog at WOU, have the Dept Head or Chair review and sign off, then it will go to Ermie at OIED. For a Faculty Lead Trip there is the “New Course Approval Form” and it also involves a long process. Each Department must have a say in how these courses fit in to the curriculum.
	Promote Study Abroad: Post on Banner	John Rector	The IESC has determined to be more active in promoting Study Abroad, and acknowledges Ermie and Sarah in their efforts on campus this year. An idea to have the students who have gone abroad to make a short video of themselves and their trip- this could be posted on Banner. Also, Faculty Lead trips could be promoted in this manner.
	Scholarships for Study Abroad	Ermie Buncal	Apparantly David McDonald said there is no money for scholarships now. Ermie explained that there are scholarships available on CCSA, CIS and AHA websites. We must make sure the students know of this. Also “Trip Advising” has information about scholarships, and OIED has information on the website. Sadly, Ermie reported that CIS, AHA and CCSA had canceled some trips this year and disappointed a few WOU students.
	Planning for English courses designed for	Rob Troyer and Ann Bliss	Rob explained the need to know how many students to plan for next Fall 2015. When he makes the schedule he must consider how many

	international students		<p>classes of ESL, Writing and College Writing to schedule and hire instructors to cover these. WOU Administration is pressuring everyone by cancelling or combining classes with low enrollment. It is also unfair to have instructors on standby, not knowing if the class will fill or not.</p> <p>Any information from OIED will be appreciated, even if it is just a guess-timate.</p>
	3X1 and 2X2 program advising questions	All IESC	<p>What is the procedure for setting up Department Advisors for incoming international students, especially 3X1 and 2X2 students. The concern is these students must be placed according to their level, enroll in exact classes to complete their degree requirements.</p> <p>In OIED, Ambre checks transfer credits and Ermie helps each student register.</p> <p>Some Departments have placement tests and pre-requisites for a series. If done incorrectly some students get behind or there is a mismatch of their ability and class levels.</p> <p>Possible solutions would be to have Academic Advising administer placement tests for certain departments. There must be a constant flow of information between OIED, Registrar, Advising and the Departments involved. So far, Computer Science, Business, Natural Science and Creative Arts have 3X1 and 2X2 programs.</p>