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**Chair:** \*Judy Larsen

**Vice Chair:** \*Colleen Gingerich

**Committee:**

*Eddie Campbell	*Daniel Smythe	*Claire Hay	*Anna Wauthy
Sharanjit Sandhra	*Maple Melder Crozier	*Samarjit Dhillon	*Linus Chiang
*Hannah MacDonald	*Adrianna Bakos	*Diane Cruickshank	*Sandra Smith
*Robin Kleiv	*Molleen Shilliday	Mary Saudelli	Navneet Sidhu
Michelle Johnson	Gordon Jang	Maureen Wideman	Desiree Blankenberg

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1. ITEMS FOR ADOPTION
    - a. Agenda – Mar 6, 2018
    - b. Approval of minutes – Feb 6, 2018
  2. GUEST SPEAKER – Samuel Hannah, Senior Analyst, Institutional Research and Integrated Planning
    - a. Reading – Middle Years Survey Results (pages 6-18)
  3. TLC Report – Maureen Wideman
  4. REPORTS (as available)
    - a. Pro-D Planning - Mary Saudelli
    - b. RAC – Joanna Sheppard
    - c. ETS – Gordon Jang

**Next meeting:** April 3, 2018, 2:30 pm – 4:30 pm, room ABB A225

DRAFT MINUTES

<b>Chair:</b>	*Colleen Gingerich			
<b>Present:</b>	*Daniel Smythe	*Adrianna Bakos	* Anna Wauthy	*Diane Cruickshank
	*Eddie Campbell	Mary Saudelli	* Robin Kleiv	Michelle Johnson
	Maureen Wideman	Gordon Jang		<i>*voting member</i>
<b>Guest:</b>	Nancy Merritt			
<b>Regrets:</b>	Claire Hay, Molleen Shilliday, Greg Schlitt, Sandra Smith, Maple Melder-Crozier			

**1. ITEMS FOR ADOPTION**

- a. Agenda for Feb 6, 2018 – Approved
- b. Minutes for Jan 9, 2018– Approved

**2. Guest Speaker** – Nancy Merritt, UFV International admissions Coordinator

Nancy offered the following information on how the International Department supports **new and current international students and faculty/staff**:

- Register all new students for their first semester to ensure they are taking the correct courses. Academic advisors will e-mail or Skype with new students prior to their arrival about their registration and pathway to UFV credential completion.
- GSA's (Global Student Associates) contact all new students right after registration which is about 6 to 12 weeks before they arrive to [Welcome Week](#). (eg. Winter and Summer registration there is six weeks before classes start and Fall registration there is 10 weeks before classes start).
- Series of pre-arrival communications goes out to all newly registered students (and their agents) to assist with preparation for arrival to Canada, the Abbotsford community and our campus.
- On-going e-mail communications to new and current students (eg. registration reminders for current students, upcoming important seminars, etc.)
- All new arrivals meet with one of our academic advisors in group sessions during Welcome Week and, again, one-on-one if necessary.
- [Global Engagement Volunteers](#) (GEV's) (assist new and current students with ongoing support).
- [Global Citizenship Grant](#) (current students).
- [Internationalization Fund](#) (open to all faculty and staff outside of our department) Click on the Internationalization Fund 2017-18 Criteria and Application link to choose one of six different international education conferences worldwide.
- [International Student Club](#) (new and current students)
- [Friends without Borders](#) (FWB) Promotes cross-cultural exchange. Domestic and international students can apply to be a 'friend' or a 'mentor'.
- [UFV International Global Lounge](#) is an area dedicated to international and domestic students. The area is used for club meetings, events, photo exhibits, exchange students present their experiences abroad, inter-cultural events, academic and study permit information seminars, FWB meetings, etc.
- Organize social excursions. (eg. Whistler, Banff)
- UFV International is essentially a one-stop shop for all international students' needs. (eg. support letters for study permit renewal, PGWP letters, medical, academic advising, pre-application advising, etc.)

To understand the Application/Admission process at UFV, Nancy noted the 8 steps listed in [Apply to UFV](#). It is handy to understand the steps that international students go through as it is quite a bit more complicated than the domestic application/admission process.

### Questions:

1. What is the average age of international students studying at UFV? *On average international students are 20-21 years of age. The age range is from as low as 17 and as high as 60!*
2. Can staff apply to the Internationalization Fund? *Yes.*
3. How is the level of English determined? *The English Language policy at UFV is used to prove grade and level. [https://www.ufv.ca/media/assets/secretariat/policies/English-Language-Proficiency-Requirement-\(99\).pdf](https://www.ufv.ca/media/assets/secretariat/policies/English-Language-Proficiency-Requirement-(99).pdf)*
3. Is Orientation mandatory? *Yes*
4. How can we as faculty and staff at UFV help support international students?
  - *Intercultural communication awareness & training for faculty. This is the best way to get to know the cultures of the students in their classrooms*
  - *Don't assume anything with international students, expectations need to be clear*
  - *Watch for non-verbal clues, for example, looking you in the eye*

If you have any questions for Nancy, please email her at [nancy.merritt@ufv.ca](mailto:nancy.merritt@ufv.ca)

### 3. ITEMS FOR DISCUSSION

#### a. Reading – “Different is Not Deficient: Contradicting Stereotypes of Chinese International Students in US Higher Education”.

The committee split up into six groups of two to discuss what they learned from this reading and to identify from the perspective of the students how we can best support them.

- Make sure there is processing time with critical questions
- Make assignments explicit and clear
- Use multiple ways to present material
- Don't assume things are understood
- Give info without making people feel inadequate
- Talk about the different cultures in the classroom
- Understand the differences around etiquette speaking
- Use a small part of each course to teach fundamentals of group work

#### b. Student Expectations – ways we can best inform students

A discussion ensued around ways to best inform students of what is expected of them in the class. The following suggestions were offered:

- i. The ASC offers Start Smart, a free academic goal setting workshop that encourages and informs students on how to adapt to university life, get involved in community, connect with a study buddy, and review the course syllabus.
- ii. When creating a syllabus, faculty can make sure they have clear grading expectations
- iii. Make the syllabus a learning activity
- iv. Use an FAQ for your online class
- v. Have a discussion on what participation looks like to everyone

### 4. TLC Report – Maureen Wideman

#### a. Results of the call for student input on how to enhance teaching

In the fall of 2017, Teaching and Learning began soliciting for proposals from students on improving learning at UFV. The question was, "What can UFV do to enhance your learning." Three prizes are to be awarded. The contest drew 27 proposals from students over a six week period. An ad hoc committee reviewed the proposals and three "winners" were chosen. A

budget of \$10,000 had been set aside to develop one or more projects based on student recommendations.

The top three projects, as determined by the committee were:

1) **Sleep Pods**-Muriah Cardin

As a commuting student from Langley, with classes in Chilliwack, then a drive to a part-time job, this student often finds that she is napping in her car, and she notes, she's not alone. She feels nap pods or a room would allow students to be more refreshed and energized to enable them to have better concentration in class. Success would be determined by usage and perhaps, a short survey of users to determine success. The committee has begun to investigate costs and possible locations.

2) **2 day workshop- University Bootcamp**-Clinton Campbell

This student is suggesting that seminars in fields like writing, reading, studying, assignment preparation, time management, come together in a two-day workshop to assist students in developing their skills. The committee has asked the Academic Success Centre for some input into how this might work, including using peer tutors and others to provide assistance and to consider timing.

3) **Interdisciplinary projects/capstones**-Quintin Stampler

This student is requesting that students be involved in larger scale projects that involve multiple disciplines in order to be successful. For example, a display or auction of UFV art would involve event planning, marketing, business, visual arts, and members of the community. He would like to have more real-life experiences, working "cross-program" to gain networking opportunities and build character. The committee chair said that she would share this idea with Deans.

### **Summary of Other Proposals**

The other proposals were grouped according to themes. Several of the proposals are already in place, but if students aren't aware of them, it suggests they may need to be revisited.

### **Transition programming**

There were four proposals specifically suggesting more transition assistance for students. For example, one was a "shadowing program where high school students would shadow a UFV student for a day. In the first week of school, a student would like to see more volunteers to assist students with everything from parking to finding food. Another suggested more high school assemblies and field trips to UFV. Another suggested a mentoring-type of program for discipline-specific students to assist with the transition into the program.

### **Improved Teaching and Learning Experiences**

There were several suggestions about improving learning in the classroom, such as "Less Talk, More Action/" a request for more hands-on learning activities; inquiry-based learning, better questioning and discussions in class, and video recording every lecture and moving it online. A student in health science would like to learn using cadavers. A student suggested that more research opportunities be available to students where work integrated learning is not an option. Another suggested bringing in volunteer opportunities through community organizations like the Salvation Army to gain work/learning experience. One student wanted to see more understanding around intercultural perspectives using the example of having to write a reflective paper and having to share feelings - something she had never done before or was comfortable doing.

### **Programming**

There were several suggestions around programming such as providing and recognizing credit for American Sign Language, and incorporating Deaf culture into UFV. Another suggested that UFV begin a program in micro-brewing.

### **Apps**

Students wanted to see an increase in the number of applications for cell phones, such as an increase in the use of Kahoot, an audience response system used for polling in class. (Some departments use Kahoot, while others do not.) Another suggested an assignment app that would allow students to see and schedule their assignments. (This is available in Blackboard, but faculty have to be using Blackboard for students to take advantage of it.) Other suggestions included a way finding app (also available through UFV's mobile app, but perhaps not as sophisticated as this student would like to see.)

### **Guest Speakers / Events**

Students wanted to see more special events and guest speakers, such as Gabor Mate, come on campus. One student suggested a Pep Rally at the beginning of the fall and winter semesters to get more students together and improve UFV community. Another suggested one day of special events devoted to Mental Health and Wellness. As a way to improve confidence and motivation, a student suggested an event called the long Day Against Indecision using humour to link students to services on campus. An Education Panel, which features representatives from interesting employment fields, was suggested to discuss and address questions students may have regarding learning and employment opportunities in their fields.

### **Amphitheatre**

A student suggested an amphitheatre be built on the green for students to have classes, theatre productions and study.

## **5. REPORTS (as available)**

### **a. Pro-D – Mary Saudelli**

The committee has looked over all the workshop proposals and there is a great range in themes with lots of interactive sessions. Our keynote speaker is Kevin Godden, Superintendent from the Abbotsford School District.

### **b. RAC – Joanna Sheppard**

No report at this time.

### **c. ETS – Gordon Jang**

No report at this time.

**Next meeting, March 6, 2018, 2:30 pm – 4:30 pm, G124**