

Wayne State University
Proceedings of the Student Affairs Committee
November 10, 2010

Present: Avril Genene Holt, James Martin, Michele Ronnick, David Strauss, Bill Slater, Thomas Smith, Nancy Wilmes, James Woodyard, Naida Simon

Absent With Notice: Cheryl Dove, Judi Fouladbakhsh, Barbara Jones, Liza Lagman-Sperl, Aaron Retish, Brad Roth, Mary Width, Zhe Yang

The meeting was called to order at 1:35 PM.

The Agenda was adopted and the Minutes of October 13th were approved unanimously.

The committee had one speaker scheduled for today: Linda Seatts, Director of the Office of International Students and Scholars (OISS).

Ms. Seatts gave a PowerPoint presentation which she will forward to me and I will distribute to the Committee. She also passed out a folder with OISS information. OISS is the primary international student and scholar support administrative unit at WSU. It is responsible for supporting the international student and scholar community. The unit provides a broad array of services and programs aimed at meeting the unique needs of the international population during their academic program at the University. OISS provides linkage across campus to maximize the resources to support our international students. It is housed in the Welcome Center. OISS has created a Learning Community to better help this population. They offer Brown Bag Forums which are monthly workshops on issues affecting international students and scholars. There is an International Coffee Hour, a bi-weekly event where they can meet during lunch in addition to a New International Student Welcome Party and Resource Fair and An International Education Week. These are just some of OISS programming.

For Fall 2010 there are 2,368 (7% of WSU's total enrollment) international students and scholars enrolled at the University. Of these 1,139 (50%) are graduate students, 509 (22%) are undergraduate students, and 201 (9%) are professional. The largest percentage from one country (36% or 707) comes from Canada; but from Asia is the largest region (39% or 768). Ms. Seatts reported that our international student enrollment is down 40% from Fall 2007.

The Office reports to Ahmad Ezzeddine, Associate Vice President for Educational Outreach, and is part of the Provost's Office. OISS staff includes the director (Ms. Seatts), four and a-half (4.5) advisors, one student/program advisor, 1 IT specialist, 2 SEVIS Data Coordinators, two I-20 processors, 1 Scholar support, one front desk person, 1 IT student assistant and 2 Office Support Student Assistants. OISS makes frequent contacts with the Department of Homeland Security, the US Citizenship and Immigration Services, Immigration and Customs Enforcement, and Customs and Border Protection. In addition the US State Department and US Department of Labor are also frequently contacted.

Linda's contact information: Phone: 313-577-3422; e-mail: ac5041@wayne.edu

There was a discussion on the problem of reserve books “walking” from the library system. Naida had met with Mike Hawthorne, Associate Director of the Libraries, prior to this meeting. Mike gave her the Textbook Reserve Policy and the procedure used when a student uses a reserve book. Basically, the Library System purchases one textbook for each General Education Introductory course (1000 -2000 level). When a student wants to use the book, his/her OneCard is scanned and the student is given the book for up to three (3) hours. Unfortunately, the books are rarely checked to see that no damage has occurred. If the book is not returned a phone call is made to the student and a Library Hold is put into Banner. There is a \$1.00/hour late fee on Reserve Books. Several committee members had suggestions:

1. Use of free or cheap textbooks on line. Here are three URLs
 - a. <http://distancelearn.about.com/od/managingyourwork/a/ccheaptextbook.html>
 - b. <http://www.on-line-college-happy-place.com/download-college-textbooks-online.html>
 - c. <http://www.textbooksfree.org>
2. A book scanner or purchase electronic versions of materials on reserve
 - a. Book scanner might violate copyright laws
 - b. Electronic versions are usually limited to one use at-a-time, thus the same problem exists. The only difference is that it can't “walk”.
3. Look into the cost of digitalizing the materials

There was a discussion on the usage of the Fitness Center (FC). Data were presented that showed that Fitness Center usage from November 2009 through October 2010. Based on appropriate student enrollment for each month, usage ranged from a low of 12% (December 2009) to a high of 19% (September 2010). These data were provided by the Athletic Department and did not include the 825 employee members. These data in chart form were sent via e-mail before the meeting. It was suggested that Naida ask Chris Nolan, Director of the FC, to come to a meeting to discuss the usage issue.

The Housing Market Analysis document was discussed briefly. Jim Woodyard and Naida Simon attended an update meeting with Tim Michael as to what when on before we joined the committee. The company, Brailsford and Dunlavey, was chosen to survey what the needs of the University are in regards to a Student Housing Market Analysis. They will conduct a survey via Student Voice and report. What Jim and I saw of the initial draft of the survey did not impress us. It had 96 questions and was not treed. As far as Jim and I could tell there were no goals as to what was to be learned from such a survey. Tim Michael stated to us that there were no “hidden” agendas as to whether more University housing was to be constructed, although “word on the street” has more dorms being built.

The next meeting is **Wednesday, December 8, 2010 at 1:30 in 1270 FAB.**

The meeting was adjourned at 3:30 pm.

Approved at the Student Affairs Committee meeting of December 8, 2010