

CSM International Education Committee Minutes

Tuesday, October 11, 2016

2:30 – 3:45 pm

10-431 City View B

Present: Sue An, Sandra Stefani Comerford, Silvana Grima, Jennifer Hughes, Danni Redding Lapuz (Chair), Yaping Li, Amir Farhan Mat Kamal (Student Rep), Jan Roecks, Christine Su, Kalina Tabatt, Henry Villareal, Chris Woo

Absent: Janet Black, Kamran Eftekahri, Vera Fainshtein, Ludmila Prisecar

Summary Notes for September meeting

The summary notes from the September meeting were distributed and tentatively approved. Committee members will review them in more detail and respond with any changes, corrections, etc.

Updates:

Danni noted that Silvana Grima has been promoted to Program Services Coordinator in IEP.

Admissions Update:

IEP continues to process applications for Spring 2017. As of October 10, 235 F-1 international applications have been received. Of these, 71 applications have been accepted. Many remain incomplete (supporting documents not yet received, etc.). The 71 accepted students have been contacted and asked to respond about their intention to attend CSM, and within two days 15 students had responded that they plan to attend CSM (successful visa applications, etc. notwithstanding). There was a 73% increase in applications in the month of September compared to September 2015.

Fall Events:

IEP Workshops: Fall 2016 workshops include on-campus employment and CPT/OPT workshops, plus topic workshops on health, academic majors, career services, transferring, etc. Committee members are invited to submit suggestions/proposals for spring workshops on topics of interest/need.

World Chat: The Fall 2016 World Chats are underway, with the first two (Cantonese and Jamaican Patois) completed by the October 11 meeting date. Both World Chats were well-attended, with the first attracting approximately 75 participants. Other languages to be included this fall are Sinhala (Sinhalese) on October 19; Uyghur on October 26; Armenian on November 2; and Vietnamese on November 9.

World Village: A key series of events will be held during International Education Week (November 14 – 18), including the second World Village on November 16 (10:00am – 2:00pm). Stay tuned for details.

Other events:

IEP supports numerous other events, including student-initiated events such as Thadingyut, the Burmese Festival of Lights (October 11), Hip Hop for Change (November 2), and others. An end-of-semester gathering for international students is planned for December 9.

Plagiarism Module:

The plagiarism module is available by referral in the Learning Center – contact Ron Andrade.

Intrusive Student Support:

IEP has launched a few initiatives designed to support international students who might not reach out for assistance on their own. These include:

- i. A new student connections outreach initiative by the international student ambassadors, who will each email a group of students and provide their contact information, hours that they will be in the International Student Center, and information about how they might be able to support students.
- ii. Retention specialist outreach to students who are currently on probation or dismissal, including email contact, invitations to meet with the retention specialist to discuss any challenges, and communication with professors as appropriate. There are currently 53 international students on probation or dismissal.

Recruitment – Domestic:

Numerous language school recruitment visits have been scheduled throughout September to November. Most of the schools are partner language schools who send significant numbers of students to CSM. These visits will be attended by members of the International Admissions team.

SEVIS Rep Meeting:

On October 5, the new SEVIS representative for the SMCCCD visited CSM and met with the IEP team. The visit was productive as the representative introduced some new features of SEVIS and discussed strategies for making processes (such as registration) more efficient and accurate.

Discussion Items:

Identifying international students on rosters:

There has been very preliminary discussion about providing instructors with lists of international students in their classes. The intent of such lists is for instructors to know to contact the international offices if any of the identified students is having academic issues. The IEC discussed the pros and cons of such identification. One suggestion is to provide students with a “student profile card” or other mechanism by which they can self-identify (or not) as international students.

Economic Hardship Process:

International students sometimes come to the international office to discuss financial hardship. While there is some financial assistance provided at the time of acceptance for new international students (e.g., Global Beca), the district may be able to provide financial hardship assistance for

current/continuing students. The IEC discussed what type of assessment measures might be appropriate to determine whether or not a given student would be granted assistance, and for how long (e.g., one semester, one year, etc.). The assessment is in its preliminary stages and will be updated based upon IEC and other appropriate input before it is put into use.

District Name Use Guidelines:

Outside of the United States, CSM, Cañada, and Skyline collectively are known as “San Mateo Colleges of Silicon Valley.” However, within the United States, they are known as the San Mateo County Community College District. This differentiation has led to some confusion. A set of guidelines provided by SMCCCD human resources/general counsel clarified that in our public statements, we should include something that notifies the audience that the San Mateo Colleges are part of the District. Suggested language might be something like the following: “The San Mateo Colleges of Silicon Valley are three colleges: Skyline College, Cañada College, and College of San Mateo, which are operated by the San Mateo Community College District.”

Under Age 16 Policy and Procedure: CSM International Student Admissions Policy includes a provision that limits admission to students age 16 or over at the beginning of the semester in which they are first enrolled. The policy was recently modified to allow acceptance of a student under the age of 16 with a specific recommendation by a teacher or other school official in the student’s home country and approval of the President of San Mateo Colleges of Silicon Valley. Use of this recommendation is intended to be on a very limited basis for highly unique cases.

It was noted that when a student is entered in SEVIS the following message is issued: “*The education level selected is ASSOCIATE and the student's age is 15*”

Administration committee members noted that the College of San Mateo SEVIS record is very clean and well-maintained. Staff was directed not to overuse this new policy. It was confirmed that the policy would be applied on an extremely limited basis.

Mission Activity: The activity was tabled due to time constraints.

District International Education Advisory Committee:

Salesforce: Salesforce training will take place for select members of the IEP team on October 24 and 25. The launch date previously set for October 17 is no longer valid. Salesforce will not be used for spring 2017 admissions.

District DHL Account being initiated: After discussion at the September district meeting about various options for sending admission documents to students overseas, the district opted to set up a DHL account that all three schools can use. There is no other update about the account.

International Recruitment: The current focus for international recruitment is on the countries of Nepal and India, as well as several countries in Southeast Asia (Myanmar, Indonesia, and Vietnam), West Africa, and China. Efforts are ongoing. Danni noted there was a large increase in students from Myanmar and Nepal who came to CSM for fall semester.

Updates from Committee Members:

There were no updates from IEC members.

Next Meeting: November 8, 2016