

CSM International Education Committee Minutes

Tuesday, February 14, 2017

2:30 – 3:45 pm

10-431 City View B

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

Absent: Danni Redding Lapuz (Chair), Janet Black, Kamran Eftekahri, Vera Fainshtein, Yaping Li, Ludmila Prisecar

Summary Notes for September meeting

The summary notes from the November meeting are in process and will be distributed to committee members for review ASAP. Committee members will review them in more detail and respond with any changes, corrections, etc.

Updates:

Admissions Analysis:

Applications for Spring 2017 totaled 449, with the majority from China (167), followed closely by Nepal (124). While IEP processed 55 more applications in Spring 2017 than in Fall 2016, 9 fewer students arrived and enrolled in Spring than in Fall. Applicants accepted from China are almost twice as likely as applicants accepted from Nepal to arrive and enroll. IEP also saw an increase in the number of applications from India (19); however, only one student from India eventually enrolled at CSM. Of note is that of the students who applied from Myanmar (17), 88.24% were accepted, and 80% of those accepted enrolled for Spring 2017.

Orientation/Check-in Process Review:

IEP held three orientation sessions for Spring: one on December 5-7, and two in January (4-6 and 9-11). There were also several late arrivals who had to have individual abbreviated orientations. In all, 142 students attended the orientations. Of these, 3 transferred to different schools before classes started, one left CSM and returned home, and 4 did not enroll in any classes and as a result their I-20s were terminated (failure to enroll).

As with the Fall orientation, placement testing times for Spring were pre-assigned. Because the new assessment tests seem to take longer to complete, an additional testing site was set up in a classroom in Building 10, so that two sets of students could test at the same time. Additionally, computer labs were reserved for registration, and students registered following a model curriculum with the assistance of IEP staff. For new students who showed up for their assigned registration time and registered on-site, IEP staff reviewed their schedules (copies are in student files) to ensure they were enrolled in appropriate courses.

SEVIS Registration – Mass Action Registration

For the Spring semester, all eligible new and returning students were registered in SEVIS using mass action registration. This was the first time IEP utilized this process, which made registration (which is ordinarily done one by one), much faster. (Prior to registration, all students' records were checked to make sure they were fully enrolled in classes, had physical addresses and phone numbers entered in the system, and so forth).

International Events:

Lunar New Year Celebration: The International Student Center celebrated the Year of the Rooster with traditional red envelopes and snacks available throughout the day on January 30th. Additionally, the International Student Ambassadors and the Lion Dance Team visited the CSM Child Development Center on February 8th to talk about the New Year, perform the Lion Dance, and help the children to make beautiful crafts. The event was very well-attended and good feedback was received from the CDC staff.

IEP Workshops: Spring 2017 workshops include on-campus employment and CPT/OPT workshops, plus topic workshops on student health insurance, academic majors, career services, the American Classroom, etc. Feedback thus far has been very good. Committee members are invited to submit suggestions/proposals for spring workshops on topics of interest/need.

Transfer Events: A representative from University of Colorado – Colorado Springs visited the International Student Center briefly on February 8. (From time to time, an individual school will ask to set up a table.) A much larger event, an international transfer fair, is planned for May 1. This event is hosted by CSM but international students from all three SMCCD schools are invited. The event will be held in the Bayview Dining Room over the lunch hours (11am – 1:30pm) and approximately 50 schools will be represented.

World Chat: The Spring 2017 World Chats begin on February 15, and will be completed by March 29. The languages highlighted this semester are Burmese, Swiss-German, Swahili, Hindi, Swedish, and Indonesian.

Global Gala: Save the date: the Global Gala will be held on Friday, April 21, from 6 to 9pm. There will be a photo contest, music, a talent show, and more.

Application Update – Fall 2017:

As of the meeting date, 135 (124 F-1) applications had been received. Compared to Fall 2016, the number of applications is down.

Discussion Items:

IEP is developing a Policy and Procedure Manual. As the number of international students grows, having such a manual will prove incredibly helpful, particularly in determining a course of action in what at present are indeterminate/"gray areas."

CSM International Policy Process: #1 – English Proficiency Policy

An English Language Proficiency Admissions Policy document was distributed to the committee, listing the required scores for English Proficiency. Of note is a new test called EIKEN, which is popular in Japan. Committee members also received a list of the countries that have English as an official language and the language of instruction in higher education; applicants from those countries are considered qualified for admission in terms of proof of English proficiency.

CSM International Policy Process: #2 – Bank Verification of Funds/Financial Data Addendum Policy

A second document addressing bank verification of funds was distributed. Of note was the list of acceptable documents (e.g., bank letter, certificate of deposit) and the related list of unacceptable documents (screenshot of an online bank account, illiquid assets such as real estate).

With each meeting, additional documents will be provided to the IEC for review and comment.

District International Education Advisory Committee:

Salesforce Rollout: Salesforce should be rolling out during the Spring semester, although as IEP is already receiving and processing applications for Fall 2017, the true implementation date is uncertain. Select members of the IEP team have received training on Salesforce and have provided feedback on what areas need to be added or adjusted.

Global Beca recipient update: Seven CSM students have been granted a Global Beca scholarship. At the previous district IE meeting, the possibility of a new or continuing scholarship for a second year was discussed briefly. This could serve not only as a recruiting initiative, but could be very beneficial in student retention as well.

International Recruitment: Danni Redding Lapuz was in Indonesia at the time of the meeting. The district office continues to recruit globally. Additionally, IEP hosts groups of visitors who come to see the CSM campus; for example, a group (35 students, 2 parents, and 3 teachers) from Grace International High School in China visited CSM on January 17. An agent visit is scheduled for February 22. Additionally, the district will host another District High School Partner Workshop, which will be held in July. Groups from international partner high schools who attend will experience two days of informational sessions on admissions, student life, immigration, and housing; have opportunities to discuss the transfer process with Transfer Center staff and University of California, Berkeley officials; tour the three district colleges; visit San Francisco, etc.

Updates from Committee Members:

The IEP retention specialist has been outreaching 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. Each student on dismissal is asked to complete an Academic Success Plan, identifying the challenges to success that he or she encountered previously, and strategies for addressing these challenges.

IEP noted that there is a website called connectingourworld.org which provides action alerts on immigration- and diversity-related issues and news.

Next Meeting: March 14, 2017