



**Meeting Minutes
College of San Mateo
International Education Committee (IEC)
September 19, 2017**

<http://collegeofsanmateo.edu//institutionalcommittees/iec.asp>

In Attendance: Soonyoung (Sue) Hwang An, Vera Fainshtein, Kim Lopez, Ludmila Prisecar, Danni Redding Lapuz (**Chair**), Kristi Ridgeway, Henry Villareal, Elinor Westifold, Chris Woo-Note Taker, Qingyang Xu

Absent: Janet Black, Sandra Stefani Comerford, Kamran Eftekhari, Kalina Tabatt, Jan Roecks, Jeremy Wallace

1. **Call to order**

- Meeting called to order at 2:35 p.m.

2. **Introductions**

- Chairperson Danni Redding Lapuz introduced new committee members and recognized those for whom it was their final meeting.

3. **Approval of Minutes**

- The committee voted to approve the May 9, 2017 minutes.

4. **Fall 2017 International Student Report**

- The new Districtwide International Student Report was distributed to committee members
- Supplemental year over year report created by Danni Redding Lapuz was also distributed
- Chairperson Danni Redding Lapuz reported that
 - There is a recent trend of a lower number of visa approvals in Nepal
 - Noted that College of San Mateo overall enrollment continued to increase
 - Reduced rate of growth for international students at CSM has allowed the International Education Program and other impacted areas on campus to regroup and plan for the future
 - Next meeting a report with a breakdown by country will be distributed

5. **Fall 2017 Orientation Recap**

- Chairperson Danni Redding Lapuz reported that
 - 212 new international students arrived on campus for the fall 2017 semester
 - The new student registration process was positively impacted by the number of available ESL courses for fall 2017.
 - Placement testing is under review – the new assessment tools and cut scores have resulted in some students who are under prepared for classes. Cut score revalidation is in process.
 - Danni will provide historical placement data to assist with the cut score validation process.
- The Model Curriculum used for international student registration was distributed.

6. **Events - All are welcome to attend!**

- Chairperson Danni Redding Lapuz reported on the following International Education Program Cultural and Social Events:
 - **World Chat – Every Wednesday 2:00 to 2:30 pm**
 - A 30-minute interactive language and culture event
 - **World Village – Wednesday, November 15, 2017 10:00 am to 3:00 pm**
 - A one-day campus-wide celebration of global culture and diversity
 - **World Gala – Coming Soon! Spring 2018.**
 - Global Talent Showcase
 - World Photo Contest
 - Dance Party!
 - **Global Speaker Series – Tuesdays 5:00 to 6:00 pm in Spring 2018**
 - 5-part speaker series addressing global topics
 - Curriculum guides available in spring 2018

7. International Education Program - Location Update

- The International Education Program has a new home!
 - We are still in Building 10 on the 3rd Floor, but on the opposite side around the corner from the cashiers.
 - New space includes – admissions office (10-393), student lounge (10-392), Retention Specialist (10-392A), Program Manager (10-381), Meditation Room (10-3801)
 - Lobby with entrance door and student check-in area coming winter/spring 2017/2018

8. Campus Internationalization

- Chairperson Danni Redding Lapuz distributed a new College of San Mateo mission statement draft
 - Draft statement is more accommodating of international student population
 - Draft statement is still under review and may have further comments and revisions
 - Chairperson Danni Redding Lapuz reported that:
 - Inter-Cultural Communication Class will be interviewing selected international students
 - Preliminary talks about other potential courses and projects – more to come
 - Campus Wellness Center Intern will lead a Drama Therapy workshop with International Student Ambassadors
 - Campus Counseling Intern is interested in working with our international students and is being mentored by CSM counselor Martin Bednarek.
 - First joint ESL and IEP professional development around international students.
 - Issues addressed included plagiarism and general strategies
 - Hope to continue to provide useful takeaways at each Flex Day session
 - IPC Task Force met three times during the 2016-2017 academic year and
 - Gathered faculty feedback regarding international student population
 - Developed a vision around international student population and campus internationalization
 - Surveyed faculty with a high concentration of international students in their classroom
 - Created a plan to present to the full IPC using the survey data gathered.
 - Plan addresses enrollment management and professional development
 - Need to be pro-active rather than reactive when looking at internationalization
- Group is not intended to meet in perpetuity but to gather data and develop a plan that will frame the future of campus internationalization, including programs and professional development.

9. Study Abroad

- Chairperson Danni Redding Lapuz reported on the following available Study Abroad programs:

- **Semester Length programs** – Florence is next
- **Short-Term programs** with an approved service provider
 - Faculty and staff were informed that all short-term programs must be with an approved provider
 - Program promoters who regularly email are generally not district approved providers
- **Community Travel**
 - Designed as for profit study abroad travel available to community members
 - Profits are used to fund Study Abroad opportunities for students who cannot afford them
- **Global Internships**
 - 6-8 weeks in the summer – Unpaid
 - Options include – Capetown, Dublin, Hong Kong, New York, Prague, San Francisco, Santiago, Singapore
 - Internship fee - \$5,000 to \$7,000
 - Scholarships Available

10. Other

- District International Fall 2017 New & Updates Newsletter distributed to all attendees
- Salesforce launched as the new international student application system for spring 2018 applications
 - Better front end system for end users (applicants)
 - More and better data will become available over time
- Pre-departure orientations held in China, Myanmar and Nepal
 - Checklists, logistics and acculturation tips were included
 - Parents, students high school representatives etc. attended
 - EdUSA sites used to host the events. NOTE: EdUSA does not promote specific schools
 - Application fee waiver given to all students who attended a session
- Library is fully operational for all students
- Student government committee representative Qingyang Xu raised some current international student interest and issue areas. Group discussion followed.

11. Adjournment

- Meeting adjourned at 4:00 p.m.