International Education Advisory Committee
Minutes/Meeting Notes for Monday, March 19, 2007

Members Present: Karen Chan, Ann Fontanella, Jill Heffron, David Lisker, Natasha Maresca, Lindy McKnight, Leslie Pahl, Joan Vitorelo, Paul Wong, Ana Wu

The meeting was commenced at 2:10 by the chair, Leslie Pahl.

1. Ms. Pahl commented that various members had sent their regrets about not being able to attend. Program and library faculty and staff have orientations, hiring committee interviews, etc. The chair then noted that one of the most difficult aspects of being a committee chair is scheduling the meeting to optimize attendance. Ann Fontanella then asked what the status was of her reappointment to the committee. She had not to date heard any response. Ms. Pahl said she would follow up on this question. (Chair’s note: Fred Chavaria will look into this matter.)

2. Paul Wong, of International Student Counseling, gave a program update: according to his tally, total student enrollment is at 871 for Spring 2007 vs. 838 in Spring 2006. New student enrollment for Spring 07 stands at 179, up from 152 from Spring 06. Paul Wong commented that he had attended the Northern District Conference Roundtable for Community College, at which he learned that Diablo Valley College (DVC) has an enrollment of 880 international students. He noted that DVC does not base its acceptance of international students solely on the basis of the TOEFL (computer/written), but also uses the IPL (Internet Proficiency in Language test from Boston University, which is also a TOEFL test. Additionally, DVC accepts its own placement test, thus expanding the opportunities for accepting international students. Paul’s main question here was, could CCSF also use its own test, in addition to TOEFL, for placement? He also raised the question: Is the threshold of 150 on the CCSF test too high? Should it be lowered to 140? He asked to make a motion to take a vote on this, at which point Dean Lindy McKnight stated that it would be best to have more input, particularly from the others in the International Education Counseling Program. The best approach would be to revisit this at the May 7 meeting, with data in hand that would highlight how many students place into the credit program at the ESL 150 score. She would also like to know, of the new admissions, how many students place at ESL130, 140, 150. Dean McKnight also mentioned an interactive Excel spreadsheet put together by Steve Spurling in the Research Department that tracks successful completion of
general education courses (“C or better”) to the English or ESL level of the student the previous semester. We could possibly get some statistics about how well students placing in ESL 140 do.

It was agreed that Dean McKnight will: a) Contact Dean Low re data to correlate TOEFL scores with subsequent ESL placement and b) investigate the correlation between ESL 140 and 150 in terms of subsequent successful completion of general education classes by contacting Steve Spurling or using his database. (Chair’s note: any change in the ESL placement score would also affect the Conditional Admission policy that was recommended by IEAC last year and passed by the Academic Senate in May of 06. The condition of the Conditional Admission policy is that the student must place at 150 or above.)

3. Jill Heffron, Study Abroad Coordinator, gave a program update. The first news was that the Summer 07 program in South Africa has unfortunately had to be postponed to summer 08, due to travel contractor issues. However, 3 programs scheduled for this summer are proceeding as planned: Guatemala, China and Mongolia, and Beijing. Ms. Heffron and her student assistants have been very involved in promoting the programs to the various language classes at the Ocean and James Lick campuses, among others. There will also be an article in an upcoming Guardsman. Other upcoming programs will be Winter Semester 07-08 with the Diego Rivera Muralists (w/ Dr. Greg Landau), and a Laos/Vietnam program with Dr. Chuong J. Chung.

4. The Chair then asked for any comments, questions, etc. from the members. There being none and there being no further business, the meeting was adjourned at 2:50, with the next meeting being set for Monday, May 7 from 2:00-3:30 in Cloud 224.

Minutes respectfully submitted by Leslie A. Pahl, Chair March 28, 2007

(Note: the minutes have been circulated via e-mail to all committee members with a one-week comment period before being submitted in their final form.)

Addendum to Minutes of 3/19/07:

Dean Low was unable to attend the meeting due to other commitments; however, she sent to me the following text, which she was going to present to the committee:
“Reorganization for International Education has not officially moved forward since the last meeting. At that time I reported that two positions, Immigration Specialist and Admissions Coordinator, had been approved by the Classified Allocation Committee. The positions have not been posted because we are still waiting for approval from Civil Service.

The plan to increase efficiency, to provide consistent information, and to promote a public friendly process and environment by bringing the International Student Admissions Office up into Cloud Hall is on hold. My information indicates that the project is not on an approved list of upcoming projects.”

Dean Low went on to state that keeping the personnel and process in its current location would not lead to the above-stated goals. It is reported that potential students are bounced to as many as 5 phone numbers before someone successfully answers a student’s query. She also reported the difficulty that staff members have to provide appropriate answers when files are not readily accessible.