International Education Advisory Committee
Minutes/Meeting Notes for Monday, September 18, 2006

Members Present: Sheryl Blumenthal, Karen Chan, Peijue Chen, Mark Fan, Jill Heffron, David Lisker, Louise Louie (resource), Joanne Low, Natasha Maresca, Mikiko Matsumura, Lindy McKnight, Cynthia Obenchain, Leslie Pahl, Judy Teng, Joan Vitorelo, Paul Wong, Sharon Zakus

The meeting was commenced at 3:10 by the chair, Leslie Pahl.

1. Leslie Pahl welcomed the committee to another academic year and reviewed the committee’s mission statement, which is that it “recommends policies and discusses issues related to international education.” She then welcomed a newly-appointed member, Lindy McKnight, Dean of Student Support Services.

2. Jill Heffron, Study Abroad Programs Coordinator, gave an update of what is currently happening in the Study Abroad Programs Office: Upcoming programs include: Cambodia and Vietnam and Costa Rica and Nicaragua during Winter Break 2006-2007; Florence and Madrid during Spring 2007; China and Mongolia, Oaxaca, and South Africa during Summer 2007. Jill also noted that a Chinese language program is being investigated for Summer 2007 at the ICEC Language School, which is part of the Beijing University of Posts and Telecommunications. This program would be a month long intensive Chinese (Mandarin) program. Further information will hopefully be available in time for our next meeting.

3. Paul Wong, counselor in International Student Counseling, gave a program update: new student enrollment is at 206 vs. 172 in the Spring vs. 189 in Fall of 2005. Thus, there is an upward trend. He then raised two concerns relevant to international students and counseling: one is that if more I-20s are sent to students, then more students will come to CCSF; he sees a direct correlation between I-20 issuance and international student enrollment (note however: it was pointed out that issuing an I-20 does not guarantee a visa, though Paul noted that of 264 I-20s issued, 80% were used by incoming students).

Specific concerns: A) If counseling had an “immigration specialist”, he or she would be helpful to “out of status” students in terms of clarification and would work directly with students once they were referred to him or her. Dean Low commented that the immigration specialist (a classified position) is being revived. B) Paul Wong also thought it would be helpful if a counselor were a DSO (Designated School Official). Lindy
McKnight noted that the administration’s stance on this is that counselors should not be DSO’s. The hope is that the immigration specialist can fill that function.

Joan Vitorelo asked if the position of Director of International Education is being pursued. She also suggested that the IEAC be informed about the restructuring that is going on in International Education. Dean Low requested that the chair put down as an agenda item for the next meeting an update on the restructuring of International Education.

4. Louise Louie, coordinator of the Institute for International Students, gave a program update: There are a total of 84 international students in the Intensive English Program, 10 students of which are from Kyoto, Japan; they are all on homestays here and will have a session of business English integrated into the language program at the end of the semester.

Louise then distributed copies of the text recommended by the committee at the 4/15/06 meeting re: Foreign Student Conditional Admissions Program. It was passed by the Academic Senate at its May meeting. However, Joan Vitorelo noted the words "diploma and" were dropped from the recommended text. Louise Louie informed the committee that it had been taken out at the request of Robert Balestreri. It was speculated that this was so because a copy of the diploma is not required by the Admissions Office.

However, at issue here is that a copy of the high school diploma document IS necessary for transcript evaluation and, further down the road, determining possible college credit toward the AA based on previous work. Since students are concerned with having their documents evaluated as soon as possible, it is in the best interest of the students, counselors, etc. that they come to CCSF with the necessary documents so as not to lose valuable time. Having to request a diploma from the home country could be very time-consuming and frustrating for the students.

The committee was in general agreement that language requiring or highly recommending that students include their high school diploma as part of their documentation should be reinserted into the conditional admissions program text. The chair was charged with finding out if a diploma is required of international students by the Admissions Office and, based on the response, the committee would formulate wording for a new bullet point or an asterisk point on the third bullet point to the effect that the diploma is required for evaluation of transcripts and AA credit.)
(Note: The Chair, Leslie Pahl, contacted the Admissions and Registration Office on 9/20 and spoke with Wilbur Wu, who contacted the Department of Foreign Students within the Admissions Dept., which confirmed that the diploma as document was not required for admission, just the high school transcripts. Robert Balestreri has informed the committee that the diploma and official transcripts are required if the students wishes to have academic work evaluated for purposes of CCSF graduation or major requirements. Next step: The Chair will leave it to Dean Low, Louise Louie, and international counselors to work together to formulate the appropriate language to append to the conditional admissions program language to reflect the document requirements. Since time is of the essence, and since the committee had originally approved the word "diploma" in the language, it was agreed that the modified bullet point could be circulated to the committee for comment and then forwarded to Academic Policy Committee without a formal meeting or revote, as the committee does not meet again until November.)

5. During the open forum, David Lisker asked if Judy Teng could give an update on the future of the degree program in Beijing. The takeaway message was that costs have gone up so that negotiating salaries of staff and instructors are ongoing and the program cannot move forward until this issue is resolved.

6. The current Chair, Leslie Pahl, was then unanimously reelected (by voice vote) to serve as the chair of the IEAC. She said she would be glad to serve another year

7. The next meeting was set tentatively for sometime in November. The meeting was adjourned at 3:15.

Minutes respectfully submitted by Leslie A. Pahl, Chair September 27, 2006

(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.)}