Hawai`i Community College International Education Committee Meeting Minutes

**Date**: September 09, 2015  
**Time**: 2-44p  
**Location**: 379A-6A  
**Members Present**: Carrie Mospens (Chair), Pamela Scheffler, Steven Clements, Andrey Chan, Christine Quintana  
**Call to Order**: 2:10pm  
**By**: Carrie Mospens  
**Mins**: Pamela Scheffler  
**Guests**:

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<td><strong>Approve Minutes</strong></td>
<td>Motion to approve the May 8th minutes. Pamela/Steven</td>
<td>Motion Carried</td>
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<td><strong>IEW Update</strong></td>
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<td>Student support from Donala’s class</td>
<td>• Donala’s marketing class will collect IEW data and analyze by the next IEC meeting. They will be having class presentations on 9/16/15 which will include 17 slides</td>
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| Student IEW meeting | • Low turnout  
• Unanimous student vote to hold a one-day only event in the Cafeteria with games on the lawn | | |
| Incorporation of 75th Anniversary theme | • Christine reported that Nov 7th was the 75th dinner and the proceeds would go for scholarships. Cost is $75 per person or $600 for an 8-person table. We don’t want to do anything that would be in competition with this dinner.  
• We would like to do a display case with 75 items from around the world. Christine emailed Keisha to request the Kanikeao case but it was not available during IEW. Not available until after mid-December. Was reserved for March (Holi) | | |
| Possible Activities | • Indigenous games | | |

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| Competitions | • Competitions  
  • Movie night  
  • Demonstrations/crafts  
  • Exhibitions (SA participants)  
  • World Culture Night  
  • Open Classrooms  
  • Display cases  
  o Need to check if upper campus case is available. Andrey to check with Bobby  
  • Photo contests  
  Students are getting data on when we can best get students involved in the above activities | Andrey |             |
| Funds | • Honda Grant  
  • Japanese Chamber of Commerce  
  • Student Life  
  o Christine: we should submit a request for food in the same amount as last year  
  o Need to find last year’s request to use as a template  
  • Sunamura Fund  
  • Faculty/Staff development  
  • Hawaii County Chamber of Commerce  
  • Rotary Club | Steven |             |
| Advertising | • Update IEW Website  
  o Mela can’t access TEAM and SEASC sites  
  o 15th October will be the rollout for the new College website. Probably best to do before this rolls (Christine)  
  o Need an easy way to update IEW website  
  o Meidor is using its System site. Follow up on getting | Meidor |             |
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| web space on this site  
* Meiko Yajima is developing a flyer and will do posters | | | |
| International Office Director | • Proposal by Administration (Noreen and Debbie)  
  o Will cover IEP, Study Abroad, Student support  
  o Needs further discussion  
  o Request made to bring everyone to the table  
  o As written it will affect both credit and non-credit offerings  
  o Is housed under OCET  
  ▪ What will this mean for credit study abroad  
  (Deseree/Mela)  
  ▪ Why is IEC not involved?  
  o Carrie: LCC’s model is under the Chancellor. There are many potential models  
  o Carrie and Christine were asked to review it and they can be the ones who bring it to the IEC and bring our opinions back to the Admin.  
  • May not need strategic plan  
  • Study Abroad Coordinator  
  o Mostly spring semester that programs come to our campus  
  o Reassigned time for working on it. 3 credits  
  ▪ Don’t know if that is per year or per semester  
  o Need to coordinate with Study Abroad programs and help students apply  
  o Meidor is possibly interested. Will think  
  o Continuity in the position is important (Carrie)  
  o Steven reported that he mostly focused on the scholarships and that very few students apply | | |
<p>| Ireland Study Abroad | • Mela gave an update on where the program stands | | |</p>
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| • Meetings are ongoing with Admin (Chris, Joni, Jim and Susan) to work out protocols  
  • There have been challenges in getting the study abroad approved by the College  
  • Christine reminded the group that we need to talk to Jason to set up a RISO. Carrie will do this  
    o Student Life on the Hawaii CC website has rules for setting up a club  
  • We will need 3 readers for reviewing Study Abroad applications  
    o Andrey, Steven and Deseree volunteered  
  • Tuition will be charged for all participants at summer rates  
    o Christine noted that Joni can make the decision to charge summer classes to the previous semester tuition (e.g., ’15-16 rate). It requires a memo. She offered a course last year as a fall course but with summer dates.  
    o The question arose as to whether 9-month and/or 11-month faculty could take summer classes for free  
    o Another suggestion was to run the course through OCET rather than through the credit arm of the College  
  • Faculty-led vs. Outsourced Study Abroad  
    o LCC is now only doing outsourced study abroad  
  • Niamh Hamill, Director of Institute of Study Abroad – Ireland will be visiting our campus on Nov 2 and giving a talk | Carrie | |
| UHCC IEC Update | • John Morton has agreed to cover 50% of CCID expenses for the Feb 2016 Meeting in Orlando  
  • Problem with the definition of International Students.  
    o System and campuses use different metrics to measure and get different numbers  
    o System considers Pacific Islanders to be International. | | |
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<td>Lassner is highly supportive of Pacific Islander students and is encouraging recognition at System-level</td>
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<td>- Christine noted that Pacific Islanders are difficult to get numbers on because of variability: some are residents, others not, etc. It is possible to pull numbers with RJ (R=Resident, J= Tuition exempt)</td>
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<td>o Funding is now tied to International Student numbers so it is important to get the counts correct.</td>
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<td>- Document drafted for cap exemption for recruiters (by Community Colleges). It has been submitted</td>
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<td>o Christine: there is a need to be able to pay recruiters without going through SuperQuote when the amount is over $2,500</td>
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<td>- NAFSA Region XII Conference is October 26-30 at the Hilton Hawaiian</td>
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<td>- Steven Clements is the new UHCC IEC Chair</td>
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<td>- Christine reported that Sherri Fujita is in Japan and is sending a student to our IEP</td>
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<td>- Christine will be in Taipei, Guanjo and Mongolia from 6-19 October.</td>
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<td>o They are interested in Study Abroad</td>
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<td>o Have invited her to speak at the Mongolia Fair on community colleges in the US</td>
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<td>o A large group from Hawaii will attend</td>
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<td>o Christine will be in charge of displays</td>
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<td>o DBET is putting together a promotional video which will be displayed in DBET offices worldwide</td>
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<td>o Study Hawaii now has 27 members and Christine is Treasurer</td>
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<td>o They will need a director because they are growing so fast</td>
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<td>o They would like to send a representative to the ISAF Agent Fair in Miami.</td>
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<td>System IEC Update</td>
<td>• Where international offices are housed on other campuses offices is</td>
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|       | variable, ranging from Chancellor’s office to Student Affairs, to Academic Affairs  
• It is important that “Global Competence” be a part of our campus and system learning outcomes  
• Maui College is looking at moving the Maui Language Institute from non-credit to credit  
• We need to get our Hawaii CC IEW link submitted to System  
• In the next year we need to  
  o Create a resource page in Laulima with templates for agreements  
  o Make a pre-arrival video (based on UHH)  
  o 6,000 universities are using a Common Application, worth considering  
  o Ka le le model (Oahu) extended to other campuses  
• The international student definition now includes Pacific Islanders | | |
| Meeting Schedule | • This is a good day but best to push back by 15 minutes (2:15-4:15pm) | | |
| Note-taking schedule | • Carrie will send out | Carrie | |
| For the good of the order | • Will we do Holi in Spring? (Deseree)  
  o Date = 24 March (Spring Break)  
  o Could use the Kaneikeao case for Holi display. Christine will reserve | Christine | |
| Adjourn | • Meeting adjourned at 16:15.  
• Next meeting scheduled for October 7, 2015 from 14:15-16:15 in 6B | | |