

OFFICE OF INTERNATIONAL AFFAIRS COMPREHENSIVE PROGRAM REVIEW 2013-2016

I. Background:

a. Introduction

OIA –What we do

Office of International Affairs (OIA) was established in 2009 under the Chancellor's Office at Kapi'olani CC and is responsible for the Paul S. Honda International Center (HIC), International Café and International Club, International Festival and International Week. OIA provides campus-wide support for 1) building on and support the language, cultures, and histories of Hawai'i, 2) developing a students' capacity to understand and respect diverse cultures, 3) building strong and viable educational and economic partnerships, and 4) strengthening the College's role as a bridge between Asia, the Pacific, the Americas, and the world. OIA also represents Kapi'olani CC at the International Education Committee of the University of Hawai'i Community Colleges and at international conferences and meetings.

b. Current Situation

OIA supervises the Honda International Center, conducts international customized contract training programs, and operates the Freeman Foundation Study Abroad Programs to China, Japan, and Korea.

c. Future Plans

OIA will develop more study abroad and exchange program and will increase its international customized contract training programs.

II. Mission Statement:

The Office of International Affairs (OIA) via an across-the-institution approach and in partnerships with the offices of student, academic, administrative, and continuing education affairs, supports internationalization by providing opportunities for effective engagement, learning and leadership in the global society.

The college has integrated global learning into its General Education curriculum through its Global and Multicultural Perspectives courses and its Hawaiian and Second Language courses. These courses emphasize global content and are required of all Liberal Arts majors. The competencies for these courses align with the following General Education Student Learning Outcome:

Self and Community/Diversity of Human Experience – Evaluate one's own ethics and traditions in relation to those of other peoples and embrace the diversity of human experience while actively engaging in local, regional and global communities.

According to the College's 2012 learning assessment data, 89% of students who complete their Global and Multicultural Perspectives and Hawaiian and Second Language courses achieve the outcome listed above.

The college via the Paul S. Honda International Center (HIC), International Café, International Student Club, International Festival, and International Week, etc. seeks to reinforce the above student learning outcomes as well as support and enhance our students' capacity to understand and respect diverse cultures.

III. Kapi‘olani Community College Strategic Outcomes:

The goals of OIA are in alignment with the following two strategic outcomes of 2008-2015 Kapi‘olani CC Strategic Plan:

1. “STRATEGIC OUTCOME C: Economic Contribution - contribution to the state’s economy and provide a solid return on its investment in higher education through research and training.
2. “STRATEGIC OUTCOME D: Globally Competitive and Collaborative Workforce – addresses critical workforce shortage and prepare students for effective engagement and leadership in a global environment.

D6: Increase the number of globally competent and collaborative students through high quality, coherent curriculum aligned with general education learning outcomes assessed through e-portfolios or comparable assessment tools.

D8: Increase International (F-1 and other visa) student enrollment.

IV. OIA Tactical Outcomes:

1. OIA will focus on international student recruitment and student academic success. (Measure D-8)
2. OIA provides leadership/support services in enhancing communication between students, faculty and staff regarding all aspects of international education. OIA will support curriculum development and activities in order to meet the needs of a globally competitive workforce. (Measure D-6)
3. OIA will strengthen relationships and broaden the network of partnerships with institutions in Asia, the Pacific, Latin America, Africa and the Middle East and Europe to provide quality international education and training programs. (Measure C)
4. OIA will develop new Study Abroad programs to bring more international opportunities to Kapi‘olani CC students. (Measure D-6)
5. OIA will develop intercultural programs, cultivate intercultural understanding, and increase service-learning opportunities through International Café and International Club. (Measure D-6)
6. OIA will support the International Festival and International Education Week by offering an array of educational activities designed to educate students, faculty, staff and administration and the community. These two special events will also strengthen the relationship between the College and the community donors. (Measure D-6)

Tactical Outcome #1	OIA will focus on international student recruitment and student academic success.
Strategies	1.1. The number of international students (F-1 and other visa) will increase by 2% per year. Greater recruitment efforts will be made through the use of recruiting representatives in Asia, Latin America, Africa, Europe, and the Middle East. 1.2. OIA will maintain/increase current academic success rates of international students (F-1 & other visa)
Means of Assessment	1.1. The number of international students (F-1 and other visa) will increase by 2% per year. 1.2. Increase the current success rate as measured by graduation, course completion, and transfer, through greater efforts advising international students. Future plans call for actions that parallel Hawai‘i Graduation Initiative.
Position(s) Responsible	1.1. HIC Education Specialists 1.2. HIC student counselors
Synergies with Other Programs, Units, Emphases and Initiatives	1.1. The increase/decrease of international students will impact the ESOL program and college’s revenue. 1.2. Close collaboration with ESOL department, KISC and other departments, programs and disciplines.

Resources <input checked="" type="checkbox"/> Special (existing)	1.1. 20% of ESOL 197 profit will be used for recruitment and marketing expenses. 1.2. No additional resources necessary.
Tactical Outcome #2	OIA provides leadership/support services in enhancing communication between students, faculty and staff concerned with various aspects of international education. OIA will support international curriculum development and activities in order to meet the needs of a globally competitive and collaborative workforce and student global competencies and skills.
Strategies	2.1. OIA supports the development of grant proposals to fund future international curriculum development. 2.2. OIA supports the Business Education Department in its efforts to develop an in International Business program. (curriculum development, faculty development & student engagement and Internship) 2.3. OIA supports and promotes second language course offerings, international-learning via academic subject certificates, and AA degree with concentrations.
Means of Assessment	2.1. Office of Institutional Effectiveness will track the status of grant proposals. 2.2. OIA will report on the progress of grants and projects dealing with internationalization. 2.3. OIA will report and track international-learning projects, activities, and student learning outcomes.
Position(s) Responsible	2.1. OIA and Office of Institutional Effectiveness 2.2. OIA Chair, Business Education Chair and Social Sciences Chair 2.3. OIA Chair and International Education Academic Coordinator
Synergies with Other Programs, Units, Emphases and Initiatives	2.1. Various outside funding organizations and ORS. (Office of Research Services) 2.2. Hawai'i Business Community, Shidler School of Business, DBEDT. 2.3. UH Manoa baccalaureate programs
Resources <input checked="" type="checkbox"/> Grants	2.1. Outside funding agencies including government and private foundations. 2.2. U.S. Department of Education for Title VI-A and VI-B grants.
Tactical Outcome #3	OIA will strengthen relationships and broaden the network of partnerships with institutions in Asia, the Pacific, Latin America, Africa, the Middle East and Europe to provide quality international education and training programs.
Strategies	3.1. Evaluate and assess partnership potential through market research to identify specific programs/projects for development of international agreements. 3.2. Revenues from international partnership agreements will increase by 15% over the 3 years of the tactical plan, with annual target increase of 5%
Means of Assessment	3.1. Identify 15 existing and/or potential partners for follow-up and development. 3.2. Assessment by total revenue.
Position(s) Responsible	3.1. HIC program coordinators 3.2. HIC program coordinators
Synergies with Other Programs, Units, Emphases and Initiatives	3.1. Intra-campus partnering between OIA and academic departments. Increased awareness of international education through internationalization of the campus. 3.2. Intra-campus partnering between OIA and academic departments. Increased awareness of the importance of international education through internationalization of the campus.
Resources <input checked="" type="checkbox"/> Special (existing)	3.2. Equal sharing of revenues with CE from international customized contract training revenues

Tactical Outcome #4	OIA will continue to expand and develop more education abroad on-campus - bringing the world to Kapi'olani CC activities and promote second language course offerings and international-learning curriculum infusion for students and faculty.
Strategies	4.1. OIA will work with on-campus and off-campus partnerships to expand and develop more opportunities for internationalizing the campus via education abroad and on-campus/community-based international activities e.g. international visitors, exhibits, cultural performances, etc.
Means of Assessment	4.1. The number of and assessment of these education abroad and on-campus/community-based international activities. Assessment of course-level competencies and self and community general education student learning outcomes.
Person(s) Responsible	4.1. OIA Faculty and Staff
Synergies with Other Programs, Units, Emphases and Initiatives	4.1. Close collaboration with the Office of the Chancellor, Service-Learning Office, International Café, and the Office of Community Relations.
Resources <input checked="" type="checkbox"/> Special (existing) <input checked="" type="checkbox"/> Grants	4.1. Equal sharing of revenues with CE from international customized contract training revenues.
Tactical Outcome #5	OIA will develop intercultural programs, cultivate intercultural understanding, and increase service-learning opportunities through International Café and International Club.
Strategies	5.1. International Club will conduct assessments each semester to measure the impact of programs and activities on students' understanding and respect for diverse cultures. 5.2. International Cafe will increase the number of participants who successfully complete service learning programs by 3% through alignment with Service Learning participants.
Means of Assessment	5.1. International Club and International Café will conduct program evaluations at the end of each semester . 5.2. International Club and International Café will require reflection papers by the participating students each semester.
Person(s) Responsible	5.1. International Club Adviser 5.2. International Café Coordinators
Synergies with Other Programs, Units, Emphases and Initiatives	5.1 / 5.2 Close collaboration with Service Learning Center, Office of Student Activities, Student Congress, CELTT, ESOL program and HIC.
Resources <input checked="" type="checkbox"/> Others (club fundraising)	5.1. International Club will require funds and support for activities in order to successfully implement the proposed number of joint activities 5.2. International Café will require funds and support for activities in order to successfully implement the proposed number of joint activities.
Tactical Outcome #6	OIA will support the International Festival and International Education Week by offering an array of educational activities designed to educate students, faculty, staff and administration and the community. These two special events will also strengthen the relationship between the College and the community donors.

Strategies	<p>6.1. The International Events Coordinator will continue to conduct surveys to measure the impact of programs and activities on students' knowledge, understanding and respect for diverse cultures</p> <p>6.2. International Events Coordinator will continue to increase the number of students, faculty, staff and administrative participants who join the International Education Week and the International Festival activities by 10% per year.</p>
Means of Assessment	6.1 / 6.2 The International Events Coordinator will assess and summarize findings in a report to the Chancellor.
Person(s) Responsible	6.1 / 6.2 International Events Coordinator
Synergies with Other Programs, Units, Emphases and Initiatives	6.1 / 6.2 Close collaboration with the Honda International Center, all faculty, the International Pathway of the Service Learning Center, The Pacific and Asian Affairs Council, and the Office of the Chancellor.
Resources	6.1 / 6.2 International Festival and International Education Week will require funds and support for activities in order to successfully implement the proposed activities.(wording)
<input checked="" type="checkbox"/> Special (existing)	