WCC International Education Committee

Minutes for
September 25, 2009 Meeting
Hale Kuhina Room 106
12:30 to 1:35pm

Guests: Doug Dykstra (Chancellor), Richard Fulton (Vice-Chancellor of Instruction), Becky George (Coordinator, LCC International Program)

Committee Members Present: Kalani Meinecke, Elizabeth Ratliff, Pam DaGrossa, Inge White, Kathleen Zane, Brian Richardson

1. Minutes from September 18, 2009 were approved (moved, Kalani, seconded Brian)

Urgent item:

2. Kalani presented information on Ho'olaule'a preparation (banners, etc.)

Main item:

3. International Education at WCC

Chancellor Dykstra noted:
• Although we must be conservative in funding now, we can start planning to set up an international office
• We ought to file the biennium budget request with the Planning & Budget Committee, we need to:
  o Prepare the program review
  o Set the office up as an incubated program → Under VC Instruction?
  o Establish its mission, goals, vision and other definitions → Justify the needs

VC Fulton noted:
• We may seek help from, for example, LCC (i.e., for ESL program, and other nuts and bolts)
• We are still at the concept stage

Becky George:
• Her office was, and still is, incubated under the Language Arts Department
• 6 years ago (2003):
  o 1 faculty member was hired
  o Realized the necessity of a feeder program (i.e., ELI) → Took 2 years to establish ELI
  o There was only 3 international students → Now 80 students after 6 years
• Other info:
Quick response to an international student who applied is a key (within 3-5 days, at least)
18 hr (non-credit) needed for Visa purposes (more contact hrs, in a small class setting, is a good selling point)
Need to provide flexible non-credit ESL/ELI courses, for example, four 8-week classes for 4 distinct levels within 2 semesters
Need many services:
- Take over admission procedures for international students
- Make ELI classes financially self-sufficient (tuition = $1,650/session)
- Provide orientation, placement tests, and housing for international students
Housing:
- Key is proximity to the school - students care less about the quality of the place
- $800/mo. with 2 meals, or $600/mo. w/o meals
- Currently >50% use home stay at LCC
Marketing/Recruiting:
- UHCC Int Ed Committee is preparing a template for recruiting agents
- Agent fee is 10-15%, but duration varies

Chancellor Dykstra noted:
- Intensive English program will be the key. Should Windward CC seek help from LCC at the beginning?

Study abroad programs:
- LCC has many short term (2-4 week) credit programs: Japan, Korea, China (planned), Thailand

Meeting adjourned, 1:35pm