



Board of Trustees

LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 Wilshire Boulevard, Los Angeles, CA 90017 213/891-2000

AGENDA

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AD HOC COMMITTEE ON OUTREACH AND RECRUITMENT**

**Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017
Wednesday, May 27, 2015
11:45 a.m. – 12:45 p.m.**

Committee Members
Ernest H. Moreno, Chair
Mike Eng, Member
Adriana D. Barrera, Staff Liaison

Agenda

(Items may be taken out of order)

- I. ROLL CALL
- II. PUBLIC SPEAKERS*
- III. REPORTS/RECOMMENDATIONS/ACTION
 - A. Discuss International Student Recruitment
 - Statewide International Student Survey – 2015 (Exhibit A)
 - B. Discuss Outreach Activities and Summer Recruitment for the 2015 Fall Semester
 - C. Discuss Recommendations for Ongoing Outreach and Recruitment Activities
 - Native Students
 - International Students
- IV. FUTURE DISCUSSION/AGENDA ITEMS
- V. NEW BUSINESS
- VI. SUMMARY – NEXT MEETINGErnest H. Moreno
- VII. ADJOURNMENT

*Members of the public are allotted five minutes time to address the agenda issues.

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

To make such a request, please contact the Executive Secretary to the Board of Trustees at 213/891-2044 no later than 12 p.m. (noon) on the Tuesday prior to the Board meeting.



**Statewide International Student Survey – 2015
Conducted by Los Angeles Community College District
Educational Programs and Institutional Effectiveness Division**

Background:

The survey was designed to collect information about the number of colleges with dedicated International Student offices, their number and type of dedicated personnel, and what specific services are provided to international students. The survey was administered between January 28 and February 13, 2015 via Survey Monkey, and received 38 responses.

How the information was analyzed:

Responses were organized based on the number of international students at a college. There was a correlation between the number of international students enrolled in a college, the level of staffing in the International Student Office (if they had one), the types of services provided, and the outreach methods used to raise awareness of those services. Colleges were divided into three groups based on enrollments: colleges with fewer than 50 international students, colleges with 50 to 199 international students, and colleges with 200 or more international students.

Disclaimers:

Overall response rates varied for each question, and not all questions were answered in the same manner. Each question has the number of responses received specified in parenthesis at the end.

There were significant variations in responses to Question 2. Respondents provided information on part-time staffing by stating employees were “part-time”, while others provided the number of hours their part-time employees worked. Therefore, any employee mentioned as part-time without specificity was categorized as a half-time employee. Additionally, to provide more clarity on types of staffing at an ISO, positions were grouped based on management/specialist, administrative, or student worker positions.

Answers to question 4 also varied in specificity. All colleges provide academic, admissions, financial and personal advisement services, but respondents didn’t always specify how these services were provided differently to international students vs. “regular” students.

**Question 1: How many international students have enrolled in your college in the past year?
What are the three most common countries of origin, in descending order? (38 responses)**

International Student Population by College

Number of International Students Enrolled in a College	Number of Colleges Responding	Total International Student Population
Small (0-49)	11	291
Medium (50-199)	15	1,834
Large (200 or greater)	12	8,703
Total	38	10,438

Top Three Countries of Origin (29 responses)	
Country	Responses
China	23
South Korea	15
Japan	13
Vietnam	10
Brazil	5
Saudi Arabia	4
Philippines	3
Canada	2
United Kingdom	2
Other*	11
*Argentina, Australia, Indonesia, Kenya, Kuwait, Malaysia, New Zealand, Qatar, Spain, Thailand, United Arab Emirates	

Question 2: Does your college have an International Student Office (ISO)? If so, how many staff (full and part-time) are employed there? (37 responses)

Colleges With an ISO

International Student Population	Colleges with an ISO	Colleges without an ISO
Small (0-49)	4	7
Medium (50-199)	13	1
Large (200 or greater)	12	0
Totals	29	8

ISO Staffing Based on International Student Ratio

Number of International Students Enrolled in a College	Colleges with an ISO	Average FTE Administrative / General Staff	Average FTE Student Workers	Average FTE Total Employees
Small (0-49)	4	0.5	0	1
Medium (50-199)	13	1.5	0.5	3
Large (200 or greater)	12	2.5	0.5	4
Totals	29	2	0.5	3.5

*Directors, Coordinators, Designated Student Officers, Advisors, Supervisors, Counselors and Managers

Notes: Colleges with small international student populations are unlikely to have an ISO. However when an ISO is present, overall staffing is minimal and evenly split between specialist and administrative staff. Colleges with medium sized international student population almost universally have an ISO. Staffing at these colleges is comprised of three types of staff with about 50% being administrative, 35% specialist, and 15% student workers. Colleges with large international student populations all have ISOs. Staffing at these ISOs closely mirrors medium sized colleges with 60% of staff being administrative, 25% specialist, and 15% student workers.

Question 3: How are international students made aware of the International Student Office and the services it offers? (36 responses)

Outreach and Awareness

Activity	Responses	Percentage of Responses
Student Orientation	20	56%
Email	13	36%
Website	13	36%
Facebook	7	19%
Campus Events	6	17%
In-Person Staff Correspondence	5	14%
Apply through ISO/ISP	3	8%
College Catalog	3	8%
Pre-Departure Correspondence	3	8%
List Serve	2	6%
Newsletters	2	6%
Semester Progress Checks	2	6%
Word of Mouth	2	6%
Schedule of Classes	1	3%

Activities by Size of International Student Population

International Student Population	Outreach Activities Utilized
Small (0-49)	• Student Orientation • In-Person Correspondence
Medium (50-199)	• Student Orientation • Facebook • Apply through ISO/ISP • Email • Website
Large (200 or greater)	• Student Orientation • Facebook • List Serve • Email • Website • Campus Events

Notes: Outreach to international students varied depending on the international student population at a campus. As the student population increased, the connection with students became less personal. Schools with small populations used direct correspondence in addition to their student orientation to make students aware of the ISO and international student services offered on campus. Medium sized colleges had international students apply through the ISO in addition to orientation and electronic communications to get the word out to students. Colleges with large international student populations used electronic correspondence, student orientation, and on-campus events to raise awareness.

Question 4: What services are provided by the International Student Office? How are they different than those offered to students at large? (33 responses)

Frequency of Services Provided

Type of Services	Responses	Percentage of Responses
Visa Advisement	25	76%
Admissions Advisement	18	55%
Education Advisement	18	55%
Cultural Events/ Cultural Adjustment Workshops/ Info. Events	14	42%
Student Orientation	12	36%
Housing Advisement	9	27%
Financial Advisement	6	18%
Health Insurance Information	6	18%
Assessment Tests	4	12%
Career Advisement	4	12%
Social Security Cards/ DMV Assistance	2	6%
Peer Mentoring Program	2	6%
Economic Hardship Advisement	1	3%
Enrollment Verification Letters	1	3%

Services Provided by Size of International Student Population

Type of Services	Small Population (0-49 students) 8 Colleges		Medium Population (50–199 Students) 13 Colleges		Large Population (200+ Students) 12 Colleges	
	Count	Percentage	Count	Percentage	Count	Percentage
Visa Advisement	6	75%	9	69%	10	83%
Admissions Advisement	2	25%	7	54%	9	75%
Educational Advisement	3	38%	5	38%	10	83%
Workshops/Info/ Events	3	38%	4	31%	7	58%
Housing Advisement	1	13%	3	23%	5	42%

Notes: Services offered increased proportionate to number of international students. Students at colleges with more than 200 international students were more likely to receive admissions advisement, educational advisement, housing advisement, and have access to cultural events and information sessions at the College’s ISO. Only visa advisement was greatly accessible at all colleges.

Question 5: Does your campus employ any additional strategies to integrate international students into the daily life of the campus? (33 responses)

Colleges Using Additional Strategies

	Responses	Percentage of Responses
Yes	22	67%
No	11	33%
Total	33	100%

Types of Additional Strategies (22 Responses)

College Integration Methods	Responses	Percentage of Responses
International Student Club/Clubs	13	59%
Non Cultural Events/Activities	11	50%
Cultural Events	4	18%
Peer Mentoring Program	4	18%
Student Government	4	18%
International Education Week	3	14%
Required Courses	2	9%
On-Campus Employment	2	9%
Direct Correspondence	1	5%
Campus Life Center	1	5%
On-Campus Housing	1	5%

Notes: When looking at colleges that employ integration strategies, there were no trends between the number of international students on a college campus and the types of strategies they used. The most common strategies utilized were international themed student clubs and on-campus activities.

Question 6: Does your college offer priority registration to international students?
(34 responses)

Priority Registration by

International Student Population	Colleges Offering Priority Registration	Total Responses	Percentage of Colleges Offering Priority Registration
Small (0-49)	0	9	0%
Medium (50-199)	2	13	15%
Large (200 or greater)	4	12	33%
Total	6	34	18%

Notes: Of 34 respondents, six offer a variation of priority registration. Of these six respondents, four were from “large” colleges and two were from “medium” colleges. Three of the six respondents offered specifics as to the types of methods used to offer priority registration. They were: (1) Treating international students as matriculated new students, (2) allowing international students register on the 2nd day of registration, and (3) saving student spaces in select courses for them.