

Memorandum of Understanding

Center for International Education

July 2015

This Memorandum of Understanding outlines the consensus reached by The Center for International Education, the Associate Vice President for International Education, and the Office of the Provost, based on the recently conducted program review. It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals, during the next program review cycle. Progress toward goals is to be addressed in the biennial report.

Until 2010, the Center for International Education (CIE) reported administratively to the Office of the Provost. At that time a reorganization and realignment of functions brought extended education and international education together under the Dean of Continuing and Professional Education and Associate Vice President for International Education, an increasingly common administrative structure in the CSU system. The CIE provides three principal types of services to students and to the campus: international admissions, international student services, and study-abroad oversight. In light of the student support function of the Center, it was determined that it should undergo periodic program review according to the policy implemented in 2005. No previous MOU exists for the CIE.

The program review process identified several strengths in the operations of the CIE. The admissions process for international students has been coordinated more closely with the colleges, resulting in more timely admissions decisions. With a greater focus on and investment in international recruitment the past several years, the numbers of international students studying at CSULB has increased substantially. The opportunities for international students have diversified with the implementation of Study Abroad @ The Beach and new exchange agreements. As a consequence, the diversity of international students has increased.

Areas identified for further effort and development include assessing and meeting the needs of international students, continuing to enhance and improve the admissions process, and increasing the number of domestic students studying abroad, especially for the semester- and year-long programs. Monitoring the success of international students CSULB and that of domestic students studying abroad emerged as a priority for the CIE. While some strong tools exist to assist with the analysis of student success, a way to identify and track study abroad students is needed. Specific strategies are needed to better integrate international students into the university community and enhance intercultural learning.



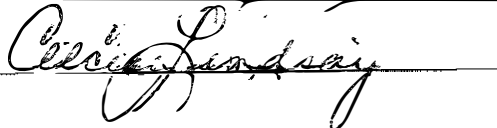
It is therefore agreed that:

1. The CIE will develop and implement a plan for assessing the needs of international students and will use the findings to enhance international student services and support structures.
2. The CIE will continue to work with the colleges to evaluate admissions processes and

procedures and will continue to coordinate and standardize both undergraduate and graduate international admissions across the university. As part of this on-going initiative, the CIE will work with Enrollment Services and the Office of the Provost to move to paperless admissions processes.

3. The CIE will work with the AVP for International Studies and the Office of the Provost on a resource plan to increase the number of students pursuing long-term study abroad to the level identified in the university's strategic plan.
4. The CIE will work to continuously improve the academic success of international and study abroad students, for example by analyzing admission data and patterns, by monitoring academic probation and disqualification, and tracking graduation rates through use of EAB (Educational Advisory Board) tools.
5. CIE will work with Enrollment Services and the Office of the Provost to develop a method of tracking domestic study abroad students.
6. The CIE will work to develop specific strategies to further integrate international students into the university community and promote intercultural learning.
7. The Center will provide to the AVP for International Education and the Office of the Provost an annual update on progress made towards the actions agreed to in this MOU.
8. Implement an assessment plan that monitors the progress and effectiveness of CIE's goals and submit plan and reports biennially to AVP and Office of Program Review and Assessment."

This MOU has been read and approved by:

Executive Director, CIE:		Date: <u>8/18/15</u>
AVP for International Education:		<u>8/17/15</u>
Vice Provost:		Date: <u>8-18-15</u>