

**International Student Recruitment, Retention, and Alumni Services Committee**  
**Notes from Meeting Held January 9, 2007**

Those present: Tracey Wright, Carter Hammett-McGarry, Rachel Shinnar, Carl Jenkins, Xiaorong Shao, Paul Hiatt, Robert White, Nancy Wells, Timothy Zacher, and Jeanne d'Arc Gomis

Those absent: George Ehrhardt – Teaching Class and Monica Silva (Tim Zacher will follow up with her)

Notes prepared by: Tracey Wright

Following a welcome, everyone introduced themselves and shared their interest in being members of this particular committee. These interests ranged from passion for students, to having been an international student, to personal contacts and encouragements to direct and important connection with professional duties of the individual.

We reviewed the charge to our committee and began reviewing ideas for that might be areas for us to ponder and we discussed information that we need to collect to aid us in doing our work. Listed below are the responsibilities and areas for oversight as given to us by Jesse Lutawingba.

- International student recruitment and admissions
- International student services
- International student exchanges
- Financial assistance to international students
- International alumni activities
- International travel by ASU students

We agreed to add the last item as this was a common theme shared as individuals explained why they had an interest in serving on this committee.

Some initial thoughts/suggestions on areas for us to review and consider recommending are:

- Seeing if we can add additional information on the Office of International Education and Development (OIED) website such as pictures and biographies of our international students and faculty (please note that the legal issues and challenges of doing this were discussed, as well as what FERPA requires); however we did think it is worth having some conversations and exploring what level of information other campuses are providing and finding out how they went about making the information possible)
- We need to conduct a website analysis of offices similar to OIED to find out what information they make available via the web and what services and programs they are offering. This is particularly important to do among our peer and sister institutions.
- Reviewing current recruitment strategies for recruiting of domestic students and exploring ways to expand some of these efforts for our international recruitment

- Exploring further the need and/or desire for expansion of services to students who do not hold visas whose status that require that certain services be made available. Those who by law receive services and that we report in our international student count are those who have F and J visas. Some shared personal stories of other students who do are not currently receiving services from the OIED, but who have indicated a desire and need for the support and information. Bob discussed some of the legal ramifications that have to be considered as we ponder this on a deeper level. He will share the NASPA information on visa types that explains the level of study that is allowed.
- Our timing for these conversations is good, as Banner will allow the opportunity for students to report other visa types, which will make it easier to identify other students that the OIED might want to reach out to and provide some type of services, information and/or programs.
- A desire for this group to help define international students to aid the OIED was shared.
- The need for an audit of information that is provided to potential students was discussed.
- This group was clear about its desire to find ways to celebrate the contributions that our international students make to our campus community.

Next Tracey explained that we have been asked to make a recommendation on the OIED Enrollment Plan. Carter provided further history and information on the two documents (the original plan out of OIED and the revised plan – revised by Joy Clawson and Carter following a review by the Enrollment Services Council and follow up meeting with staff members of OIED). In November a conversation about the plan prepared OIED was held between Joy, Carter, Paul Hiatt and Harry Williams. As a result of the meeting, it was agreed that the plan should be taken to the Enrollment Services Council for review and input. Some questions arose at that meeting. Paul Hiatt expressed concerns about the lack of a dedicated staff member in Admissions to address international recruitment and to provide oversight and accountability to make a plan like this work. Harry, Paul, Joy and Carter took the feedback from the Enrollment Services Council to the staff in OIED. Out of that meeting Joy and Carter were asked to work on a second draft. They prepared a draft and presented it. Carter made a suggestion that perhaps it would be best to have this committee serve as the body to take the two plans and create an enrollment plan that reflects the collective knowledge of best practices in international recruitment. The creation of a plan, which makes use of the two versions of the plan that we have, in addition to our use of other information and best practices, will be our primary focus this semester.

The campus strategic planning process is underway. Tracey shared that Jesse expects each of the subcommittees to funnel information to each of the subcommittees of the strategic plan. This will be important as the subcommittees will not be holding sessions to gather information. They are to submit their reports by April 26<sup>th</sup>, so we need to move quickly on making recommendations, if we desire to do so. This will be a primary focus of our next meeting along with the enrollment plan.

Tracey shared that we are only to meet once a month; however given the two big items that we need to address, she would like for us to meet once again in January. Our meetings will be January 24<sup>th</sup>, February 21<sup>st</sup>, March 21<sup>st</sup> and April 18<sup>th</sup>. No meeting in May is scheduled at this time; however we reserve the right to add additional meetings as viewed as needed by our group. All of these meetings will be held at 9 a. m. in the Student Development Conference Room, which is located on the first floor of the Dougherty Administration Building, if it is available.