CALIFORNIA COMMUNITY COLLEGES
AND
LOS ANGELES
COMMUNITY COLLEGE DISTRICT

#242-86-03
Most California community colleges lack experience and expertise in the conduct of study abroad programs, particularly in the administrative details involved in the legal, contractual, liability and supervision matters. Many are unaware of the emphasis which must be placed upon careful preparation and evaluation of coursework in order to guarantee quality programs. This proposal is designed to strengthen an already functioning consortium of colleges which is addressing these needs. The consortium will retain a coordinator to arrange necessary meetings, consult with colleges considering study abroad courses, and provide systematic communication.
The International Education Program will coordinate a project designed to 1) encourage the development of quality study abroad programs, and 2) provide incentives for faculty to add or expand the international dimension of their teaching. The means to reach these objectives will be the strengthening of California Colleges for International Education, a consortium of colleges committed to the promotion of international understanding through education. Building on the foundation of the Global Curriculum Project of 1983-84, the project will disseminate information and materials already available; will encourage the development of new teaching materials across the curriculum by offering workshops and a graduate level class; and will offer support for faculty selected to prepare teaching materials.

Most California community colleges have a lack of experience in the area of study abroad programs, particularly in the administrative details involved in legal, contractual, liability and supervision matters. Emphasis must be placed on careful preparation and evaluation in order to guarantee quality programs.

The present two elected officers of CCIE are full-time administrators, unable to assume the responsibilities of leading the consortium except on a part-time basis. The project will provide funding, for an international education specialist, Dr. Gerhardt Steinke, to organize meetings at colleges throughout the state, which will encourage discussion of study abroad and internationalizing the curriculum. A curriculum specialist (former Global Curriculum Project Director Chris McCarthy) will work with faculty in preparing teaching materials. Nationally known curriculum specialists will participate in meetings designed to encourage greater awareness of international education.

Emphasis will be placed on a wide distribution of information, through project summaries, a newsletter and the continued development of the International Education Resource Center at L.A. Harbor College.

At the conclusion of the project, California community colleges will have greater expertise in international education. Membership in CCIE will be increased and more colleges will have produced guidelines for international activities. More students will be exposed to global perspectives, and the consortium will be closer to establishing a self-supporting office with a regular staff and budget.
California Colleges for International Education

1. Specific Educational Program Being Addressed

THE EDUCATIONAL PROGRAM

1. PURPOSE OF THE PROJECT

California Colleges for International Education is a consortium presently consisting of twenty-four California community colleges (eleven districts) that have bonded together to promote international understanding through education. Building on this foundation and working primarily with member colleges, the International Education Program of the Los Angeles Community Colleges at Los Angeles City College (LACC) proposes to coordinate a project designed to: 1) encourage the development of quality study abroad programs that reach clientele not presently served by such programs, and 2) provide incentives for faculty to add or expand the international dimension of their teaching. The program will work to demonstrate the advantages of cooperation in study abroad activities such as the sharing of resources and expertise. In curriculum development the purpose will be to encourage California community colleges to work in meeting the needs of a state that is becoming more international each day, demographically and economically.

2. PROJECT FOUNDATION

This project will build on the Global Curriculum Project of Los Angeles Harbor College, 1983-84. Funded for $20,000, the project conducted four workshops, an international education symposium, produced 20 teaching modules that are being used by instructors in at least ten different disciplines, and initiated an International Education Resource Center, located in the Learning Resources Center at Harbor College. This project demonstrated: 1) that faculty are interested in internationalizing their classes (100 participated in the four workshops) 2) faculty are willing to produce modules to be shared with others (a $100 mini-grant was given to each faculty member who produced a module from the nine Los Angeles Community Colleges, Golden West College and Marymount Palos Verdes College, and 3) that there is much interest in California community colleges for the various areas now being explored by community colleges internationally, including study abroad, curriculum
development and faculty exchanges. For 1985-86 CCIE is cooperating with Pima College in Arizona with a federally funded international curriculum project, receiving $7,000 for curriculum modules and a two-day symposium.

3. PARTICIPATING COLLEGES

The project will be coordinated by the International Education Program in consort with the member colleges of California Colleges for International Education. Napa Valley College will be the lead institution in northern California, hosting one sectional meeting of the consortium and conducting a one-day workshop on international education. An international education specialist will conduct half-day meetings at two of the Los Angeles Colleges, one Coast Community College District College, Ventura College, City College of San Francisco, Santa Barbara City College and at least five other colleges. These meetings will be open to other colleges but will emphasize reaching faculty at each of the particular host colleges. An additional one-day workshop will be held at Los Angeles City College.

4. ADDITIONAL SUPPORT

The International Education Program and the LACCD will contribute an office, clerical support, graphics services and printing, plus the time of the project director. Additional time will be contributed by the directors of international education at Napa Valley College, CCSF and SBCC, plus faculty at CCIE member colleges. Additions to the International Education Resource Center by the project will be matched by the LACCD.
2. Specific Problems Being Addressed

SPECIFIC PROBLEMS

1. NEED FOR THE PROJECT.

With the establishment of CCIE in November 1983, California was added to the areas of the nation that have consortia of community colleges dedicated to cooperation in study abroad programs and curriculum development in international education. California, however, continues to lag behind other regions of the nation in the development of this all too important aspect of community college instruction. CCIE is functioning, but needs to work toward the establishment of a statewide, self-supporting office. More colleges need to be added to the effort and, awareness needs to be generated regarding opportunities in international education. Five years ago, study abroad for California community colleges was limited to a few summer travel programs. In 1982-83 the LACCD and Orange Coast College established semester-length overseas study programs. With the fall semester, 1986, the number of colleges with such programs will increase to nine. In offering these programs great care must be exercised to assure that legal, liability, insurance and quality programming questions are fully addressed. CCIE will serve as a mechanism for self-monitoring of study abroad. By joining, colleges agree to operate within set standards. Additionally, the project will assist CCIE in providing training in how to conduct high quality programs, with a minimum of risk.

California community colleges must respond to the increasing international character of the state. A curriculum with a strong infusion of international components, related occupational curricula, programs preparing students for employment in the international trade area, and strong foreign language instructional programs, are all demanded by changing global realities and the increasing interdependence of nations. California is not in the forefront of states with regard to community college international curriculum development. For example, the various federal programs specifically designed to encourage internationalizing of curriculum have had few applicants from California community colleges and only four awards in the past fifteen years. This project will not only encourage international curriculum development but will provide guidance in how to acquire outside funding.

2. PROJECT OUTCOME

The principal outcome of this project will be to set a firm foundation for international education in California community colleges. Workshops, campus-wide meetings, and sectional meetings will further the development of the consortium, increasing membership to a projected forty colleges by June 1987. Greater expertise will exist in the planning and operation of study abroad programs. Classes will be infused with an
international perspective, applications for outside funding of international education will increase and greater administrative and budgetary support will exist for international education.

3. CONTRIBUTIONS TO CURRENT PRACTICE AND LITERATURE

The project will build upon the experience of community colleges elsewhere, in particular those associated with the various consortia. These include the College Consortium for International Studies, Community Colleges for International Development, the New Jersey Collegiate Consortium for International Education, the Pacific Northwest International/Intercultural Education Consortium, and the Southwest Consortium for International/Intercultural Education and Foreign Languages. It will introduce other California Colleges to the lessons to be learned from the greater international experience of the LACCD, Orange Coast College and City College of San Francisco. The workshops and meetings will increase the exposure of the curriculum development work of international specialists such as Dr. Steven Lamy, Professor of International Relations at the University of Southern California. The project will expand the curriculum development holdings of the International Education Resource Center of Harbor College while increasing awareness of its availability to those interested in internationalizing their classrooms.
3. Population To Be Served

POPULATION SERVED

1. PERSONS AND GROUPS SERVED

The ultimate beneficiaries of this project will be the communities served by California community colleges. More specifically, the project will encourage participation in study abroad programs by colleges not now involved. More community college students will experience the high impact, quality oriented study option now being offered by only a few California community colleges. Community college students will be exposed to a greater awareness of global issues in on-campus classes. Local communities will be served by colleges placing greater emphasis on international expertise, particularly in business.

2. FACULTY PARTICIPATION

At the conclusion of this project several hundred faculty will have participated in workshops increasing expertise in international education. A minimum of ten faculty will produce international teaching modules of one to three lessons in international business; at least fifteen faculty members will complete a graduate level class taught by Dr. Lamy. At least sixteen colleges will be added to CCIE, introducing their faculty and students to greater opportunities in international education.
4. Objectives

OBJECTIVES

1. MEASURABLE OBJECTIVES

The objectives of this project are:

1) conduct two one-day workshops on international education,

2) conduct a minimum of eleven half-day campuswide international education meetings at different California community colleges,

3) produce a minimum of ten teaching modules in international business,

4) have a minimum of fifteen instructors and administrators enroll in and complete a graduate level class in internationalizing the curriculum that requires the completion of at least one teaching module,

5) increase the holdings, recognition and use of the International Education Resource Center,

6) add a minimum of sixteen colleges to CCIE membership, and

7) increase expertise among consortium member colleges in seeking outside funding for international education.

All of these goals will be completed by June 30, 1987.

2. FUNDS BY OBJECTIVE

The approximate amount of funds for each objective are, by the respective objectives listed above: 1) One-day Workshops $8,000; 2) Half-day Workshops $8,000; 3) business modules $6,700 4) class $6,500; 5) Resource Center $4,660; 6) CCIE membership $6,000 and 7) outside funding $3,360.
ACTIVITIES

1. SEQUENCE OF EVENTS

Project activities will be:

A. International Week I. September 8-12,
   A one-week internship is scheduled for Dr. Gerhardt Steinke, international education specialist, and Mrs. Rita Sloan, staff assistant. Three days will be devoted to reviewing resources and procedures with the International Education Program, LACC; one-day each at Orange Coast College and Santa Barbara City College. Topics to be addressed will include legal and liability aspects of study abroad, program planning, financial aid for study abroad, sources of information for study abroad and curriculum development, faculty exchange opportunities, international development possibilities and grantsmanship

B. International Week II. October 6-10,
   The project will be discussed and refined at a sectional meeting of CCIE at Harbor College. Half-day workshops will be conducted at L.A. Pierce College, and Santa Barbara City College by Dr. Steinke, who will conduct all such workshops in the project in cooperation with representatives of CCIE member colleges. At each workshop and those following, Dr. Steinke will discuss cooperation in study abroad, CCIE membership, internationalizing the curriculum, and foreign faculty exchanges. He will demonstrate a video-tape prepared as part of the Global Curriculum Project. He will also encourage participation in the workshops.

C. October 14.
   Northern sectional meeting, CCIE, City College of San Francisco.

D. International Week III. November 3-7.
   Half-day workshops will be conducted at one southern California college not a member of CCIE. November 13, a workshop-symposium will be given in Los Angeles. The emphasis will be on study abroad, curriculum development and faculty exchanges. Representatives of model programs will take part, including faculty from the Southwest and New Jersey Consortia. An important part of the meeting will be introducing faculty to the products of the 1983-84 Global Curriculum Project, including twenty teaching modules and the process of developing modules. Principal resource persons will be Dr. Lamy and Ms. Lynda Icochea, Bergen Community College, New Jersey. Miss Ruth Bates, a specialist in foreign faculty exchanges, will participate in both one-day
workshops and all half-day workshops in southern California. Ten instructors will begin preparing teaching modules for international business. The Annual Meeting of CCIE will be held November 14, in conjunction with the annual convention of the California Association of Community Colleges.

E. International Week IV. December 1-5.
Half-day workshops at Napa Valley College and one other northern California college not a member of CCIE.

Half-day workshops at Golden West College, and one San Diego area college not a member of CCIE.

G. February 9 April 24.
Ten-week graduate level class, "Internationalizing the Community College Curriculum" begins, taught by Dr. Steven Lamy, with credit and coordination from the Immaculate Heart Center for International Studies.

H. February 13.
Northern sectional meeting, City College of San Francisco or other Bay Area college.

I. International Week VI. March 2-6.
Half-day workshop will be held at one northern California college not a member of CCIE. March 6, a one-day workshop-symposium, hosted by Napa Valley College will be held. Representatives of model programs in international education will take part, including faculty from the Northwest Consortium. A principal resource person will be G. Lizabet Bailey, Pima Community College, Chairperson of the Southwest Consortium.

J. International Week VII. April 13-17.
Half-day workshops will be held at two Central Valley Colleges.

K. International Week VIII. May 4-8.
Northern sectional meeting, May 4. A day workshop will be held at one southern California college not a member of CCIE. Southern Sectional meeting, May 8.

L. May 29.
Ten teaching modules completed and ready for distribution at the final evaluation meeting of the Project Advisory Committee.
2. ACTIVITIES TO ACCOMPLISH EACH OBJECTIVE

Objective #1. One-Day Workshops.

Personnel: Director, (Dr. Culton) assisted by staff assistant (Mrs. Sloan); international education specialist (Dr. Steinke); curriculum specialist (J. Christopher McCarthy, L.A. Harbor College); consultant (Susan Light, City College of San Francisco); contract lecturer and advisor, international business (Ms. Icochea); and contract lecturers on internationalizing the curriculum (Dr. Lamy, and Ms. Bailey).

Equipment, materials and facilities:
Materials provided by the International Education Program, LACCD. Conference Center rental of $250 each for San Francisco and Los Angeles meetings.

Evaluation: Participants will complete an evaluation of each event; a report will be prepared by the director; results will be evaluated by the Internationalizing the Curriculum Project Advisory Committee, and by Dr. Gerald Olson as part of the end of project report.

Objective #2. Half-Day Workshops.

Personnel: International education specialist (Dr. Steinke), assisted by staff assistant (Mrs. Sloan); campus meeting coordinators (most already identified); attendees from all California community colleges.

Equipment, materials and facilities:
Facilities and equipment provided by each college participating; printing, supplies shared between the IEP and the project.

Evaluation: Dr. Steinke will ask participants to complete an evaluation and prepare a short, written report on each meeting. These reports will be incorporated in the final evaluation prepared by Dr. Olson.
Objective #3. Teaching Modules in International Business.

Personnel: Curriculum specialist (Mr. McCarthy); ten instructors selected from CCIE colleges by Project Advisory Committee; and volunteer international business specialists participating in the first one-day workshop.

Equipment, materials and facilities:
Equipment and facilities needed for module production provided by the IEP; materials needed for printing and distribution provided by the IEP and the project (primarily paper).

Evaluation: Mr. McCarthy will evaluate and edit each written module prior to publication, all will be reviewed by Project Advisory Committee prior to distribution. Modules will be considered in the evaluation of Dr. Olson.

Objective #4. "Internationalizing the Community College Curriculum" class.

Personnel: Dr. Lamy, instructor for the ten-week class; minimum of fifteen participants (maximum of thirty). The Immaculate Heart Center will coordinate the class in cooperation with the project.

Equipment, materials and facilities:
Equipment and materials necessary for module production provided by CCIE colleges; classroom provided by West Los Angeles College; videotape production facilities for maximum of four tapes provided by West Los Angeles and Harbor Colleges; supplies by project (mostly paper).

Evaluation: Evaluation to be prepared by Dr. Lamy for each class member; modules to be evaluated by Project Advisory Committee.

Objective #5. Sixteen colleges added to CCIE.

Personnel: International Education Specialist (Dr. Steinke). Among his responsibilities, Dr. Steinke will discuss the advantages of joining the consortium and will maintain communication with colleges after initial contact and visit. He will be assisted by Mrs. Sloan and Dr. Culton in advising on board approvals.

Equipment, materials and facilities:
Some postage and related office supplies to be provided by project, remainder by IEP.
Evaluation: To be rated successful when forty colleges have secured their board approval for membership in CCIE.

Objective #6. Increase expertise in securing outside funding.

Personnel: Several one-day workshop participants including Dr. Culton, Ms. Icochea and Ms. Bailey will offer sessions on grant availability and grant writing in international education.

Equipment, materials and facilities:
Covered by other parts of the project.

Evaluation: Report to be prepared specifically on this aspect by Dr. Culton and submitted as part of the end of project evaluation.
6. Expected Outcomes

EXPECTED IMPACT AND TRANSFERABILITY

This project will improve instruction throughout California community colleges.

1. The emphasis placed upon wide dissemination of summaries of the project and specific activities will spotlight the value of the project across the curriculum. Far more instructors will attend project sponsored meetings than will participate in the preparation of project modules. Emphasis with the former Global Curriculum Project was interdisciplinary, with instructors being involved from widely separate areas. This tradition will be maintained. Some of the more active participants in IEP activities in the LACCD teach occupational subjects, the majority at Los Angeles Trade-Technical College. As part of the publicity for the one-day workshops, a summary of current arguments supporting the need for international education will be prepared and distributed to all instructors in CCIE colleges; to a lesser extent, to faculty and administrators at non-member colleges.

2. A basic goal of CCIE is to become firmly established, providing a badly needed service not presently found in California. Some community college oriented consortia have become self-supporting; others have developed an expertise at securing grants that are helping to make international education an on-going part of the curriculum. The International Education Program, working with Harbor College and emphasizing consortium activities, placed fourth among American community colleges in the 1985-86 competition for funding from the U.S. Department of Education Undergraduate International Studies and Foreign Language Program (Title VI). Only three colleges were funded, but the proposal was well received and will be resubmitted next year. Much of the present proposal is based on planning and activities involved in preparing the federal proposal, which was a three year grant for $60,000. Prospects are, hence, quite good for at least three years of significant funding that will provide needed coordination, primarily from an international education specialist and part-time staff assistant. CCIE currently has no dues or fees for membership, but discussion has begun on the initiation of dues within three years to support a small continuing office operation.

3. Colleges in international education are influential with colleges not yet significantly involved or who have not yet initiated activities. Since the formal establishment of CCIE, five other college districts have followed the LACCD practice of appointing staff members with designated campus responsibilities for international education. Evidence that information developed at one college can influence others is found with the "Guide to the International Education Program", written by Dr. Culton for the IEP. This publication is distributed by the ERIC Clearinghouse for Community Colleges, was published in a book prepared by a Department of Education Title VI grant, and has
been adapted for use by colleges in Massachusetts and Ohio; it has also been distributed to all CCIE member colleges and has been consulted by many other colleges, particularly in California. Teaching modules prepared by Title VI grants are being used by faculty nationwide, although the number of colleges funded by this source is small.

Harbor College is the lead California college in the funding of a Title VI grant for the Southwest Consortium for International/Intercultural Education and Foreign Languages for 1985-86. This is providing limited funds for faculty from Harbor, LACC, WLAC and several other CCIE colleges to participate in meetings of the Pima College (Tucson, Arizona) based project. This project funded a symposium at LACC, "The Business of International Education," October 1985, and is providing funds for continued module production. More important, it ties activities of CCIE closely into those of another regional consortium. Several Pima College staff members experienced in international curriculum development will participate in the one-day workshops of CCIE. The workshops will guarantee the bringing together of representatives of the Southwest, New Jersey and California consortia (invitations also will be extended to the Northwest consortium) for the two-way sharing of ideas and information.
7. Evaluation Plan

EVALUATION PLAN

1. An International Curriculum Project Advisory Committee will be formed to provide general guidance and evaluation, and to act as campus representatives of the project. This committee will consist of Dr. Culton, Mrs. Carmelita Thomas (LACC), Mr. McCarthy, and Mrs. Mary Jo Reid (West Los Angeles College), all from the LACCD. From CCIE member colleges, representatives will be Mr. John Romo (SBCC), Mr. Thomas McDannold (Ventura College), and Mrs. Susan Light (CCSF). Outside consultants will be Dr. Lamy and Dr. Steinke. This committee will meet at the time of the first sectional meeting of the year, at each of the two-day workshops, and for a final project evaluation meeting, June 1, 1987.

All workshops will be evaluated with a workshop feedback form. The director will provide three project quarterly reports to be reviewed by the advisory committee and coordinate the final report. The final report will include total member of participants in both half-day and one-day workshops and summaries of all modules produced by the project. A separate independent report will be prepared at the conclusion of the project by Dr. Gerald Olson, Consultant, Division of Program Evaluation and Research, Los Angeles County Office of Education.
8. Dissemination Plan

INFORMATION FOR DISSEMINATION

A strong part of the former Global Curriculum Project, the activities of the International Education Program of the LACCD, and California Colleges for International Education has been widespread dissemination of information. All California community colleges are receiving copies of the CCIE Newsletter and special invitations to participate in CCIE activities that were conducted by Dr. Culton and Mr. Romo, 1984-85 (two one-day workshops). The Newsletter was distributed five times in 1984-85, five times, 1985-86. With the funding of this project, the number will increase to eight issues, heavily emphasizing project activities. News releases will be prepared for various educational publications. The ERIC clearinghouse for community colleges at the University of California, Los Angeles, is evaluating modules from the Global Curriculum Project, and will include some in their holdings. All modules published by the project will be submitted to ERIC, as well as a project summary. This summary will be distributed to all California community colleges, with a list of the holdings of the International Education Resource Center. A copy of each module will be placed in the Resource Center, and a summary of abstracts of the modules will be sent to all California community colleges. Emphasis in the LACCD will be placed on utilization of the Center by means of inter-district, inter-library loan. The IEP will provide single copies of modules to colleges and instructors seeking the information after the completion of the project.
9. Budget Narrative

[NO "BUDGET NARRATIVE ACCOMPANIES THIS DOCUMENT."]