<table>
<thead>
<tr>
<th>FISCAL YEAR</th>
<th>ID NUMBER</th>
<th>COLLEGE</th>
<th>DISTRICT</th>
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<tr>
<td>1990-91</td>
<td>90-0018</td>
<td>Napa Valley</td>
<td>Napa Valley</td>
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**PROJECT TITLE**

**International Faculty Exchange Program**

<table>
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<th>FUNDING CATEGORY &amp; AWARD</th>
<th>ELIGIBLE PROGRAM</th>
<th>PROJECT CATEGORY</th>
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<tr>
<td>Grant = $5,650</td>
<td>F2 --- Visiting Scholars</td>
<td>Training</td>
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<tr>
<th>PROJECT PRODUCT</th>
<th>PROJECT TOPIC #1</th>
<th>PROJECT TOPIC #2</th>
<th>ACADEMIC SUBJECT</th>
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<td>Resource Materials</td>
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**PROJECT DIRECTOR**  
Diane Carey, VP Instruction & Student Services

**PROJECT SUPERVISOR**  
William Feddersen, President

**PROPOSAL DESCRIPTION**

This project developed a model faculty exchange program between Napa Valley College and the Technical and Further Education College of Tasmania. Improvement in instruction, improved staff development options for faculty and an expanded focus of occupational programs and international education opportunities for students and staff resulted.
Napa Valley College requests a Fund for Instructional Improvement small grant of $5,650 to support "International Faculty Exchange Program." The purpose of the project is to build a faculty and student exchange program with our sister college in Australia. The project will serve as a model for other sister college relationships at Napa Valley College and other community colleges in California.

Napa Valley College and the Technical and Further Education (TAFE) College of Tasmania offer many similar programs, such as welding, small business management, horticulture, ceramics and general business accounting. The major goals of the sister college relationship are to allow for short and long term exchange programs for both faculty and students, provide both systems with a direct link to educational information in the other country, and foster a closer relationship between the sister cities.

This FII project will focus on developing a model faculty exchange program between the two institutions and the designing of an on-going exchange program. The objectives are:

1. to sponsor three faculty exchanges for Napa Valley College faculty during the 1990-1991 academic year.
2. to provide at least 50 NVC faculty, 200 students, college administrators and members of the community with opportunities to meet with visiting scholars to learn more about life and education in Australia.
3. by June 1991, to develop a plan to continue the faculty exchange program on an annual basis with private funding.

The project will result in significant improvement in instruction, increase staff development options for faculty, expand the focus of occupational programs and expand the international education opportunities for students and staff.

Napa Valley College Board of Trustees, college administration and faculty have a strong commitment to this project. In addition, President Feddersen has asked the Napa Valley College Foundation to establish an exchange program fund to help support the on-going travel costs for the program. In the future, NVC plans to expand the program so that administrators and students will have opportunities to participate as well.

The model exchange program will be one that can be adopted by other community colleges in
California, as they develop international education activities.
1. Specific Educational Program Being Addressed

BACKGROUND: Napa Valley College has created an exciting new international partnership by establishing its first sister college relationship with an Australian technical school in Launceston, Tasmania. The sister college grew out of the sister city agreement formulated between the cities of Napa and Launceston. Representing the Technical and Further Education (TAFE) College of Tasmania, Principal Mike McLaughlin made a special trip to Napa to propose the relationship at the May 11, 1989 Napa Valley College Board of Trustees Meeting. On October 13, 1989 Napa Valley College President Bill Feddersen visited TAFE where he signed the official agreement at ceremonies in Launceston. The agreement represents the first formal linkage of a Tasmanian college with a college in the United States.

The purpose of the project described in this proposal is to build a faculty and student exchange program with our sister college in Australia that can serve as a model for other sister college relationships.

SPECIFIC EDUCATIONAL PROGRAM ADDRESSED

Napa Valley College and TAFE offer many similar programs, such as electronics, welding, small business management, metal fabrication, horticulture, ceramics, general business, accounting, child care and engineering. One of the major goals of the sister college relationship is to allow for short and long term exchange programs for both faculty and students, provide both systems with a direct link to educational information in the other country, and foster a closer relationship between the new sister cities.

This FII project will focus on developing a model faculty exchange between the two institutions and the designing of an ongoing exchange program. The exchanges will involve faculty from the following educational programs during 1990-1991:

- Horticulture/Viticulture
- Secretarial Science
- Business Administration
This project addresses activities within the three Fund for Instructional Improvement priority areas:

**AB1173**
- Programs to improve teaching abilities of faculty members.
- Efforts to improve traditional instructional programs.

**AB1725**
- College programs bringing visiting scholars to local districts.

**Board of Governor’s Agenda**
- Make vocational education programs more relevant and effective in preparing students for employment.
- Update the vocational curriculum by incorporating modern industrial techniques.
- Internationalize the curriculum.
- Enhance the recognition and status of community college faculty.
- Develop creative incentives to retain faculty and staff.
- Implement faculty and staff development programs to improve the skills of college personnel.
2. Specific Problems Being Addressed

SPECIFIC PROBLEMS ADDRESSED

Next year, Napa Valley College will start the first of what we hope will be many faculty exchanges and visits with our sister college, the Launceston College of Technical and Further Education (TAFE) in Tasmania, Australia. The two colleges hope to sponsor at least four faculty visits or exchanges during 1990-1991: two from NVC and two from TAFE. The specific problems that this project will address are as follows:

a. The need for more faculty to gain an international perspective on the curriculum and assist each other with program development. Napa Valley College has an active international program that includes study abroad programs and internationalizing the curriculum projects (started with FII funds awarded in 1986-87 and 1987-88). This is another step toward providing learning opportunities to broaden the outlook of our faculty and students.

b. How to provide for the added costs of faculty exchange programs, particularly travel expenses. FII funding for this model project will allow the college time to initiate a top-notch program and to identify private resources to meet continuing program expenses.

c. Faculty exchanges involve numerous details and plans ranging from - Where will the faculty live? Will use of a car be available? What special events (lectures on teaching methods, curriculum, the job market, and general topics etc.) will the guest faculty member be expected to provide for the host school, staff, students and community?

d. The need for faculty development and renewal is the primary focus of this project. On an exchange program, faculty may be teaching a full load at our sister college for one or two terms. On a short-visit, faculty would occasionally act as a guest lecturer, assist in and observe the instructional process, and study the curriculum related to improving or developing a new course of program. These are tremendous opportunities which will result in instructional improvement.
3. Population To Be Served

POPULATION TO BE SERVED
In 1990-1991 Napa Valley College faculty members Steve Krebs, Carol Baker and Wayne Baker will participate in the program. In addition, two faculty from TAFE will be at Napa Valley College during the 1990-1991 academic year.

The entire student body, college employees and the Napa community will benefit from the results of the exchange whether they enroll in a class taught by one of the exchange teachers, attend a noon lecture on campus, hear a presentation at a local service organization luncheon or dinner meeting or meet the visiting faculty member in a neighborhood market. International relations result in a better understanding of the world in which we live.
4. Objectives

[SEE "WORKPLAN" SECTION OF THIS DOCUMENT.]
The goal of the Napa Valley College-Launceston College of Technical and Further Education International Faculty Exchange program is to develop procedures and support for an on-going exchange program that will be fully funded by college and private support.

According to a preliminary agreement between NVC and TAFE the exchanges are structured as follows:

1. Each college will pay round-trip transportation costs for its own participating staff.

2. Upon arrival, the hosting college will be responsible for taking care of the visiting professor, including housing and public transportation. Individuals or families will exchange homes and car or will be hosted in the home of a staff member.

3. Each college will continue to pay the salary of the faculty member on leave.

4. The term of the visit or exchange can be as short as two weeks or as long as a year. Most short visits will be about 4-6 weeks and most exchanges will be for one semester.

The objectives and activities that are detailed on the following pages have been developed to provide Napa Valley College personnel with a plan that will enable them to reach the project goal.

OBJECTIVE ONE:
To sponsor three faculty exchanges for Napa Valley College faculty during the 1990-1991 academic year.

ACTIVITIES:

1. Develop and finalize teaching assignments for NVC and TAFE faculty and schedule of related activities (Spring 1990)

2. NVC faculty will develop an activity plan or special project that they will complete as a result of their participation in the project. (prior to exchange)

3. NVC faculty participate in long-term and short-term exchanges (July - June)

4. Visiting faculty members from TAFE teach at Napa Valley College (July - June)

5. NVC’s Vice President of Instruction will meet with visiting scholars from TAFE to develop a participation plan and schedule events. (upon arrival)
6. Visiting faculty (NVC and TAFE) will assist the host college in program development and curriculum improvement. (June-July)

7. Upon return from TAFE, NVC faculty will prepare a project report for their division chair, vice president. The results will be shared with the Board of Trustees and college community. (Spring & Summer 1991)

8. Returning NVC faculty will present at least two lectures/workshops/meetings and participate in media events with other NVC faculty, staff, students and community. (Spring, Summer, Fall 1991)

BUDGET AMOUNT: $5,150

PERSONNEL REQUIRED:
NVC President - TAFE Principal
NVC Vice President
Faculty
Clerical support

EQUIPMENT AND MATERIALS:
Travel
Printing
Instructional Equipment

EVALUATION PROCESS:
NVC faculty who participate in the exchange program will prepare a written report and evaluation of their experience, including classroom teaching experience, curriculum development, and other related activities. This report will be presented to NVC’s President, Vice President and Board of Trustees. In addition, the President and Vice President will meet with NVC faculty for a confidential review of the entire experience. Recommendations for changes in the exchange program will be considered and adopted, if necessary.

The faculty who participate will meet with the next group of faculty who are selected for exchange in 1991-92 to provide an orientation to the program.

OBJECTIVE TWO:
To provide at least 50 NVC faculty, 200 NVC students, college administrators and members of the community with opportunities to meet informally with visiting scholars to learn more about life in Australia, the educational process, occupational training, and general information.
ACTIVITIES:

1. Sponsor a series of events and programs such as:
   - welcome reception
   - noon lectures
   - visits to local elementary, junior and high schools
   - visits to neighboring community colleges, CSU and university campuses
   - presentations to local service clubs and professional associations

2. Each visiting faculty member from TAFE will present at least two lectures/workshops/meetings with NVC faculty to discuss curriculum, teaching methods and related topics. (on-going)

3. Visiting faculty members from TAFE will participate in campus and community activities. (on-going)

BUDGET AMOUNT: $500

PERSONNEL REQUIRED:
  visiting scholars/faculty from TAFE
  clerical support
  project director
  NVC Community Relations Officer

EQUIPMENT/MATERIALS:
  materials to prepare invitations and notices
  audio-visual equipment for presentations
  paper, supplies, and printing for handouts etc.

EVALUATION PROCESS:

Attendance at activities will be recorded to ascertain the types of programs that have the greatest appeal to the Napa Valley College audience. The major interests of TAFE instructors will be evaluated to determine the topics which they can best address and to determine the best format for presentations (classroom, faculty groups, noontime presentations, local service clubs, etc.)

Before returning to Launceston, the TAFE faculty will meet with the NVC President and Vice President for a confidential interview to review the entire exchange experience. Recommendations for changes will be discussed and changes made if necessary.
OBJECTIVE THREE:
By June 30, 1991, to develop a plan for an annual faculty and student exchange program supported with college and private funding.

ACTIVITIES:
1. Develop criteria for participation in the faculty exchange program and the selection process. (July-August)
2. Identify exchange formats, housing options and travel arrangements. (July-August)
3. Develop a budget to include all exchange program costs. (fall semester)
4. Develop a schedule and timetable for arranging exchanges. (fall semester)
5. Write a college plan to include procedures and policy. (fall semester)
6. Obtain college approvals. (January-March)
7. Prepare brochure and related materials for distribution throughout Napa Valley College. (Spring)
8. Work with college budget process and Napa Valley College Foundation to identify sources of funding for faculty salaries, travel and related activities from the college budget, staff development funds and private donations. (July-June)

PERSONNEL REQUIRED
President
Vice President, Instruction and Student Services
NVC Planning, Policy and Budget Council
Board of Trustees
Clerical support
Napa Valley College Foundation

EQUIPMENT/MATERIALS:
computer
word processing/desktop publishing software
paper
printing

EVALUATION PROCESS:
The project director will develop a report outlining how each activity was carried out, noting suggestions for changes in procedures. (This will be included in final project report and materials available for dissemination.) All personnel involved in the design of the project will be asked to assess each step of the process.
6. Expected Outcomes

EXPECTED OUTCOMES OF PROJECT ACTIVITIES
a. Project Objectives
The project will result in significant improvement in instruction, increase staff development options for faculty, expand the focus of occupational programs and expand the international education opportunities for students. The expected outcomes of the project are as follows:

• Napa Valley College will have developed a model for the development of international faculty exchange programs available for other colleges.

• Each year at least two NVC faculty and students will participate in the exchange program.

• Local faculty, staff, students and the community will have opportunities to learn from visiting scholars.

• The college will have in place procedures and will have funds available to support an on-going exchange program with other sister colleges.

• The project will lead to new sister college relationships with colleges in other parts of the world.

• The project will result in an expanded program of international/intercultural activities on campus and with the community.

b. Impact of the Project

The overall impact of the project should be quite broad and quite dramatic. Napa Valley College expects that cooperation with sister colleges in academic research and in the exchange of students and staff will contribute to the development of vocational, cultural and international education in both countries. College officials also expect that the impact of the project, by virtue of Fund for Instructional Improvement participation, will be felt by other California Community Colleges. The exchange program will enrich educational opportunities through:

• the provision of a direct link to another country’s educational system,
• exchange of valuable information with another college that is English speaking, culturally similar, politically stable and economically sound,
• access for educators and students to programs that are not available in their home country,
• the development and renewal of staff through short and long term exchange programs,
• work experience exchange programs, and
• other cooperative ventures that are yet to be defined

In addition:

• The Napa Valley College community will have opportunities to share with people from other parts of the world.
• The programs taught by NVC and TAFE faculty who participate in the exchange will be upgraded and expanded to include an international dimension that would otherwise be impossible. In addition, new teaching techniques and technologies may be introduced as a result of the exchanges.
• Napa Valley College may develop additional sister college relationships and exchanges, based on this model. The City of Napa has sister city relationships with Telavi, Georgia in the Soviet Union and Iwanuma, Japan which may be included in future exchange programs.

c. Potential for Continued Support

Napa Valley College Board of Trustees, college administration, and faculty have a strong commitment to the faculty exchange program. The potential for continued support is quite strong. Once the first year is complete and the college has some experience administering the program, financial and other resources will be budgeted to cover the program costs. In addition, President Feddersen has asked the Napa Valley College Foundation to establish an exchange program fund to help support the on-going travel costs for participating faculty and staff. In the future, NVC plans to expand the program so that administrators and students will have opportunities to participate as well.

Both NVC President Bill Feddersen and TAFE Principal Mike McLaughlin have surveyed their faculty to determine the degree of interest in participating in an exchange program. A total of thirteen NVC faculty have indicated an interest in participating in the program over the next three years. Decisions concerning subsequent visits will be made on the basis of mutual faculty interests that will benefit both institutions, as well as the ability to provide funding and suitable accommodations.

d. Potential for Adaptation to Other Institutions

The model for an exchange program is one that may be adapted by other institutions or programs. The design is simple, yet effective and was developed to ensure that other colleges can benefit directly from the results of the project.

It would be necessary for a college to enter into a sister college agreement or otherwise develop relationships with institutions of higher education that are comparable to the community college. These opportunities exist. Napa Valley College believes these types of relationships and programs play an important role in the education of community college
students. College personnel will provide technical assistance and share materials with other colleges that are interested in developing similar programs.
7. Evaluation Plan

Evaluation Plan

The overall evaluation plan includes both summative and formative evaluation components. The evaluation process will involve periodic monitoring by the college president, vice president and project director. The factors to be evaluated are progress in meeting the objectives and seeing that activities are completed according to the timeline of the project. Have NVC and TAFE faculty been identified? Are they participating in activities as described in the work plan? Are program procedures and policies being written and approved? Are cultural programs and lectures scheduled, well advertised, well attended and open to the audiences described in the proposal?

The evaluation process will also help determine the overall effectiveness of the faculty exchange program. Has the faculty exchange program resulted in improvements to the curriculum? Have the sister colleges developed new programs through technical assistance provided by the visiting professors? Participating faculty and college administrators will assess the progress and impact of the program on various components of the college. When necessary, the college may be required to propose alternative methods and activities. Due to the nature of this project, in order to assess the project outcomes the evaluation will be an ongoing process, extending beyond the grant year.
8. Dissemination Plan

Dissemination Plan

The college will work within the constraints of budget and time to disseminate the results of the program as widely as possible.

Napa Valley College will prepare mid-year and final reports as required by the Fund for Instructional Improvement. These reports will be made available to anyone interested in the program.

In addition, copies of the sister college agreement and an outline of the events and steps required to build a similar relationship will also be available.

Faculty who participate in the exchange program will be involved in numerous activities once they return to NVC so that they may share their experiences with others. Lectures for groups of faculty, students and the community will be scheduled. Feature newspaper articles, radio interviews and other guest events will be arranged.

President Bill Feddersen, Vice President Diane Carey and faculty will also be available to present an overview of the sister college concept and the benefits of the exchange at community college workshops and conferences.
9. Budget Narrative

Project Budget

Napa Valley College will provide staff and media resources to support the project. Fund for Instructional Improvement funds are requested to support travel costs and additional supply costs to develop materials for dissemination.