

1. Assessment Plan - Three Column



PIE - Student Services: International Students: Admissions Unit

2. Where We Are Now: Year at a Glance

2020-21

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Summary of Notable Achievements: Even as a result of COVID, our program continued to assist students all around the world. The creation of a virtual front desk facilitated the availability of staff to meet with students and answer questions. The International Student Center along with the Admissions International Students unit worked together to support student access and success. The team collaborated to meet the goals of the program, department and campus.

Program Planning for Retention and Success: The International Student Program - Admissions Unit has been actively supporting students who remained in the US and who are abroad. Support was given to students via our virtual front desk, zoom meetings, emails and phone calls. Actively worked with students to make sure they were in compliance and were adhering to SEVP/SEVIS guidelines as they pertain to F1 Student Visas. Collaboration with ISP - International Student Programming.

External and Internal Conditions Analysis: Federal Mandates to SEVP - Student Exchange Visitor Program

Delay of response by SEVP regarding OPT (Optional Practical Training), and approval for Economic Hardship

Consulate and Embassy closures

Critical Decisions Made by Unit: Administrative support to allowed us to continue to have student assistants even as we worked remotely. The approval allowed the program to continue to assist students in a remote environment. Access to a "DSO - Designated School Official" allowed students to gain quick access to staff and address critical questions and issues.

Contributors to the Report: Patricia Montoya & International Student Program

Related Documents:

[6_F1_ISP_Cabinet_Report_June_22_2021\(1\).pdf](#)

[F1 ISP Cabinet Report March 23 2021.pptx](#)

[F1 ISP Cabinet Report Dec 2020.pptx](#)

[Broadcast Message 2104-05 ICE Continues March 2020](#)

[Guidance for the 2021-22 Academic Year.pdf](#)

[Mt. San Antonio College. Accreditation Ltr.pdf](#)

[I-17 Form.2021.pdf](#)

[edits.pdf](#)

[pay.gov.pdf](#)

[International Student Program.pptm](#)

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

Unit Goals	Resources Needed	1. Where We Make an Impact: Closing the Loop on Goals and Resources
<p>Summer Institute - Implement a three week summer program for F-1 students focusing on academic, social, and personal enhancement. Need to promote dates early to encourage summer growth</p> <p>Status: Active</p> <p>Goal Year(s): 2018-19, 2019-20, 2020-21, 2021-22</p> <p>Goal Entered: 03/22/2018</p>	<p>Request - No Funding Requested -</p> <p>Improved Staffing: Hiring of an International Student Specialist (Designated School Official)</p> <p>Lead: Patricia Montoya</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: High</p> <p>Related Documents:</p> <p>17-18 Success Data.pdf</p>	
<p>Improved Knowledge: Training on Federal Regulations that affect International F-1 Students. - We have had many changes and updates on federal regulations affecting international students. It is critical that we stay abreast of these changes. In order to stay updated with these changes, staff will need to attend meetings, workshops, and conferences.</p> <p>Trend across the nation is that enrollment is down due to changes affecting issuance of students visas. By staying abreast of the latest federal changes, we will be better prepared to work on increasing enrollment.</p> <p>COVID has brought a lot of federal changes affecting the admissions of F-1 Students. Critical that our program attend any meetings, webinars and training</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19, 2019-20, 2020-21, 2021-22</p> <p>Goal Entered: 01/01/2018</p>	<p>Request - No Funding Requested -</p> <p>Attendance at conferences, workshops and meetings</p> <p>Describe Plans & Activities Supported (Justification of Need):</p> <p>Continued attendance at conferences, workshops and meetings.</p> <p>Lead: Patricia Montoya</p> <p>What would success look like and how would you measure it?: Staying informed of federal changes.</p> <p>Type of Request: PROFESSIONAL & ORGANIZATION DEVELOPMENT (POD): Requests that provide professional learning opportunities for Mt. SAC employees.</p> <p>Planning Unit Priority: High</p>	

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<p>Improve Graduation Statics: Mt San Antonio College degree and transfer outcomes for International Students</p> <p>- A large percentage of international students who attend Mt. SAC do not obtain a degree. Many students transfer after two years. The goal is to work increase the number of graduates from Mt. SAC.</p> <p>For the 2020-2021 academic year, we had 54 students petition for graduation and of those 54, 16 students participated in the 75 Commencement ceremony.</p> <p>An F-1 Student Graduate Exit Form was created. Students have been completing this form which is allow us to track this information.</p> <p>With the arrival of the new Director of International, goal is to work on obtaining alumni.</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19, 2019-20, 2020-21, 2021-22</p> <p>Goal Entered: 01/01/2018</p>	<p>Request - No Funding Requested -</p> <p>Workshops</p> <p>Recognition Ceremony</p> <p>Describe Plans & Activities Supported (Justification of Need):</p> <p>This goal will be accomplished by working with the Transfer Center and Mt. SAC International Student Alumni and the International Student Counselor.</p> <p>Alumni could provide their experiences and benefits about obtaining a degree.</p> <p>Working with the Transfer Center will provide information about the transfer process and deadlines.</p> <p>The International Student Counselor will provide information and assist with the development of an Educational Plan.</p> <p>Lead: Patricia Montoya</p> <p>Darren Grosch</p> <p>Allen Wang</p> <p>What would success look like and how would you measure it?: Increase the number of students obtaining degrees and not just transferring.</p> <p>Type of Request: MARKETING: Requests for services in the areas of graphic design, news, and photography, posting information, communication and social media.</p> <p>Planning Unit Priority: High</p>	
<p>SEVIS (Student Exchange and Visitor Information System) Re-certification</p> <p>- Successful SEVIS re-certification.</p> <p>Status: Active</p>	<p>Request - No Funding Requested -</p> <p>Successful submissions of Mt. SAC's SEVIS Recertification. It is critical that questions are answered and that the recertification is submitted</p>	

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<p>Goal Year(s): 2017-18, 2018-19, 2020-21, 2021-22</p> <p>Goal Entered: 08/13/2021</p>	<p>on time prior to the deadline.</p> <p>Describe Plans & Activities Supported (Justification of Need):</p> <p>Successful submissions of Mt. SAC's SEVIS Recertification. It is critical that questions are answered and that the recertification is submitted on time prior to the deadline. Recertification happens every 2 years.</p> <p>Lead: As the PDSO (Primary Designated School Official) I am the main person of contact for SEVP (Student Exchange and Visitor Program). Filing for recertification consists of two essential actions the PDSO must take in prompt sequence. First, the PDSO must complete the recertification petition in SEVIS. The personal SEVIS account of the PDSO at the main instructional site (i.e., campus, in current regulation) must be used to submit for recertification in SEVIS. Second, the PDSO must upload the complete recertification filing (i.e., signed Form I-17, "Petition for Approval of School for Attendance by Nonimmigrant Student," and other supporting documentation) via SEVIS.</p> <p>What would success look like and how would you measure it?:</p> <p>Successful recertification means that Mt. San Antonio is able to continue to accept international students</p> <p>Type of Request: OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/</p>	

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	<p>maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD.</p> <p>Planning Unit Priority: High</p> <p>Total Funding Requested: 0</p>	
<p>Increase the number of "completed" applicants. - Increase the number of "Completed" applicants. Students often submit an incomplete applications. Staff often do not follow up with a student unless an issue arises or after the deadline has passed. Need to determine why students are not completing their applications. Goal is to have staff follow up with students as soon as an incomplete application is submitted. The last few years we have seen a decline in applicants, particularly after COVID hit. Consulates and embassies closed through out the world making it difficult for students to obtain a visa.</p> <p>Plan to aggressively work with students to encourage students to apply to the campus as we continue to monitor the opening of consulates and embassies. Staff are setting up zoom meetings to facilitate the process as well as answer any questions.</p> <p>Status: Active</p> <p>Goal Year(s): 2018-19, 2020-21, 2021-22</p> <p>Goal Entered: 08/01/2021</p>		