

VALENCIA COMMUNITY COLLEGE
2008-09 Annual Department Action Plan (DAP)

This form provides a documentation template for annual Department Action Plans (DAPs) designed to assess unit outcomes that are designed to impact the learning environment and improve the educational programs and processes of VCC. Initial information and projections describe the **PLANNING PHASE** of the process. At the conclusion of the project/activity time frame initial information and projections will be updated by completing an **EVALUATION PHASE** including modifications, outputs and outcomes. Both planning and evaluation information will be organized according to parallel criteria including: (1) a formal goal statement, (2) outcome measures, (3) collaboration with stakeholders, (4) evaluation methods and (5) use of results for improvement of unit performance in meeting established outcomes. The overall process will effectively review and document specific measures of educational effectiveness.

UNIT: Student Affairs, West Campus
STEWARD: Tyron S. Johnson
TITLE OF PLAN: Plan for the Recertification of International Student Services
SUPPORTED BY COLLEGE FUNDS (If applicable, please provide approved amount):
DATE: May 30, 2008 **REVISED** 3/24/2009

CRITERIA	PLANNING PHASE Initial Information and Projections	EVALUATION PHASE Modifications, Outputs, Outcomes
1. Goal -principal purpose and objectives of plan	Goal:- Recertification of East and West and Certification of Osceola and Winter Park Campuses Purpose: So we can continue to provide opportunity for international students to enroll and register at Valencia Objectives: Ensure compliance with Student and Exchange Visitor Program (SEVP)	Required applications for certification of Osceola and Winter Park Campuses submitted to Student & Exchange Visitor Program (SEVP). Notification of approval received on 1/26/08 indicating approval of petition received including East & West Campuses.
2. Outcome Measures -how plan will be reviewed and measured outcomes	Outcome Measure: I-17 will be updated and submitted. All Valencia campuses will be certified.	I-17's updated and submitted in Oct. 2008 in compliance with federal mandate.
3. Collaboration with Stakeholders -individuals and groups involved in the planning and implementation	Stakeholders: all Student Affairs staff who interact with international students, College Administration	International student counselor and manager involved with the planning, submission and implementation of required mandates.
4. Evaluation -process employed to evaluate effectiveness	Internal deadlines will be established and process will be monitored to ensure compliance with SEVP	All deadlines met for certification and I-17 updates in compliance with SEVP.
5. Use of Results -how plan will/has impacted learning environment of VCC and improvement of the educational programs and/or processes	Valencia will be authorized to enroll international students which will provide opportunities to increase the global learning experiences for native as well as international students.	Staff will continue to monitor, update and submit required SEVP reports to maintain compliance status in accordance with government regulations for the enrollment of international students. This is an on-going process and review.