Mission Statement

The Office of International Affairs integrates the global vision of Texas Tech University by fostering international leadership, awareness, education, research, and outreach for the University and the greater community.

Vision Statement

The Office of International Affairs will continue to enhance the global reputation of the University by integrating international education, research, and engagement on global issues, and by facilitating intercultural understanding for students, faculty, staff, and the greater community.

Goals, Assessment Indicators, Objectives, and Strategies

Goal 1: Create a globally-engaged student community: Recruit, admit, retain, and graduate more global and internationally-experienced students.

Objective 1.1: Recruit larger numbers of high-achieving international students from select high schools and community colleges in the U.S. and from countries of strategic interest.

Goals/Objectives/Assessment Indicators	**Target**	**Fall 2013**	**Fall 2014**	**Fall 2015**
International undergraduate enrollment in Fall semester	1,915	994	1205	1370
Total international enrollment in Fall semester	4,715	2291	2805	3029
Number of students enrolled from overseas high schools	100 students per year	49	81	105
Number of students enrolled from targeted Texas high schools	40 students per year	2	26	30
Number of students enrolled from select community colleges	250 students per year	65	85	104
Number of transfer students provided immigration services (check-in), documents and advisement after they have been admitted	No target	199	167	180

- **Strengths**
  - We are on track to meet international undergraduate and total international enrollment goals.
  - The target was met for enrollment from overseas high schools.
  - We have established a new tracking mechanism for *recruited* students as opposed to *enrolled* students that allows us to see the value of recruitment activities.
- **Needs to be addressed**
  - The number of students enrolled from Texas high schools is low. These students are now admitted by UG Admissions.
  - The number of students enrolled from community colleges is low. We need to address this issue.

Objective 1.2: Seek new sponsors and sponsored students.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of potential sponsoring partners identified and assessed	5 per year	7	10	8
Success rate in placement at TTU of potential sponsored students	50%	44%	53%	65%
Number of academic departments visited to discuss issues related to sponsored students	No target	7	10	10
Developing an OP for international sponsored students program	Complete by end of FY17	NA	NA	NA

- **Strengths**
  - Over the past three years we have identified and assessed 25 new sponsors
  - The number of sponsored students remains strong despite the loss of the BSMP program and tightening of SACM requirements.
  - The placement rate exceeds expectations.
- **Needs to be addressed**
  - We should identify if there are other sponsors from whom we could be receiving students.

Objective 1.3: Help international students and the campus comply with government policies and regulations to ensure that these students complete their educational objectives.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Video workshops for high demand areas of ISSS service (travel, CPT, OPT, on campus employment, changes in academic program) will be posted online	Video workshops for Travel, CPT, OPT, on campus employment, changes in academic programs by 2016	1	3	4
ISSS Director and Assistant Director will visit departments to strengthen collaborations and present on demand workshops for students, hosting departments, and service offices.	Regular visits and presentations two times a semester and as requested/on demand	NA	6	7
Number of F-1 and J-1 students assisted with changes in their academic program as it pertains to their immigration status (extensions, changes of level, changes of major, authorization for reduced course loads)	No target	NA	NA	976
Number of J-1 students assisted with off-campus employment processes and documentation (Academic Training.	No target			14
Number of J-1 students and their employing departments assisted with on-campus employment processes and documentation.	No target	NA	60 J-1 Students	41

Number of online professional development activities (webinars) for student services participated in.	No target	NA	6	8
Number F-1 students assisted with optional practical training	No target	220	260	404
Number F-1 students assisted with OPT STEM extensions.	No target	120	157	200
Number F-1 students assisted with curricular practical training	No target			165
Number of exchange students provided immigration services to incoming J-1 exchange students in collaboration with study abroad counselors.	No target	83	89	72
Number of students assisted with travel authorization. Before students depart the US ISSS assesses their immigration status, advises them regarding travel, and signs their documents so that they can legally re-enter the US.	No target	NA	NA	997
Number of SEVIS F-1 and J-1 student events processed and batched to the Department of Homeland Security Student Exchange Visitor System. These include updates the students records, new document requests, address changes, etc...	No target	NA	8,845	4,460
Number of check-in/immigration appointments with new students.	No target	Incoming students	NA	741
Number of students registered in the Student Exchange Visitor Information System	No target	Total Population	Total Population	Total Population
Total Number of one on one appointments with international students at ICC for the year.	*No target*			4,141

- **Strengths**
  - ISSS increased the materials and updated information provided on the OIA website.
  - There was more intentional outreach to hosting academic departments and service units, with 7 visits last year.
  - ISSS maintained the level of service and outreach in the midst of a substantial increase in the workload related to F-1 employment processes (OPT, STEM OPT).
- **Needs to be addressed**
  - We have not progressed to the point where some of the data can be compared. This will be available for the 2017 report.
  - The main task for FY17 will be to move employment processes to online forms. This process was delayed in FY 17 because we were unable to implement the Terra Dotta software with the capabilities.

Objective 1.4: Promote a campus and community climate that will nurture international student life and learning.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of new students picked up from the airport each year	50%	0	33 students	70 students
Number of social events organized per year during international student orientation	1 at each new international student orientation	1	2	3
Number of new international students participating in the social events during student orientation per year	75%	80	150	204
Number of Raider Ready sections offered per year specifically for international students	2 per semester	0	2	0
Number of signature cultural events sponsored per year	2 per year	1	2	1
Number of participants at the cultural events per year	1500	700	1000	1100

Develop an international resource center	Develop in FY15	0	n/a	n/a

- **Strengths**
  - Twice as many students utilized the airport pickup program in FY 16 (70) as in FY 15 (33).
  - International Student Life offered and/or collaborated on 4 events during Welcome Week, exceeding the target by a factor of 3. These events were a Pool Party in collaboration with the Graduate Center, a promotional event with AT&T, a Block Party in collaboration with the Wesley Foundation, and a Campus Scavenger Hunt during orientation.
  - More international students are attending Welcome Week events with an increase of 30%. Going forward this target will be expressed as a percentage of students rather than as a number.
- **Needs to be addressed**
  - Some numbers should be reported as a percentage rather than as raw numbers.
  - Raider Ready sections are not successful.
  - We need to determine if it is still a goal to establish a resource center for international students.

Objective 1.5: Increase international opportunities and the number of students benefitting from those opportunities at Texas Tech.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of students studying abroad per academic year	8% of student body	1,032	1195	1,418
Number of faculty-led programs per year that offer core classes	10	1	3	7
Number of majors offered on campus with 2 identified study abroad programs	2 per major/150 majors	12	30	50
Number of faculty-led study abroad programs per year targeting underrepresented students	3	0	0	0
Amount of funding awarded per year specifically to underrepresented students	No target	0	0	0

Amount of funding available for faculty to develop study abroad programs	No target	0	$10,000	$10,000
Amount of funding awarded per year to faculty to develop study abroad programs	No target	0	$14,000	$6,000
Number of affiliate programs with engagement activities built in	10%	22	22	22
Number of students participating in affiliate programs with engagement activities built in	50	2	2	3
Number of faculty-led programs with engagement activities built in	10%	4	4	0
Number of students participating in faculty-led programs with engagement activities built in	50	43	54	0
Number of students doing international internships	100	14	7	38
Number of students doing international service learning	50	0	0	0
Number of SAB experience-related presentations provided by returned study abroad students	1 per semester	0	0	0

- **Strengths**
    - The number of students studying abroad is steadily increasing, with a 40% increase over the last two years.
    - The number of majors with identified programs increased by 50% last year.
- **Needs to be addressed**
    - The number of students studying abroad is only 4% of student population.
    - We need to determine if having FLPs offer core classes is still a goal.
    - We need to determine if having FLPs target underrepresented students is still a goal.
    - No funding is available to fund underrepresented students.
    - Seed grant funding initiative for faculty has not been successful.
    - It is difficult to define the number of programs with engagement activities built in. We need to determine if this is still a goal.

Objective 1.6: Cultivate and leverage existing programs of the TTU Center in Seville to recruit, retain, and graduate more globally-engaged and internationally-experienced students.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Establish a Texas Tech University Independent School District (TTUISD) partner in Seville.	1 TTUISD partner in Sevilla	Discussion opened, stopped for summer	No comment made	Not completed
Serve at least 100 students per semester at the TTU Center in Seville	100	54	69	86
Serve at least 400 students per summer at the TTU Center in Seville	400	223	321	345
Create and maintain Internship Database for the TTU Center in Seville	May-15	May-15	Done and ongoing	Done and ongoing
Create and maintain Host Families Database for the TTU Center in Seville	May-15	May-15	Done and ongoing	Done and ongoing
Create and maintain Language Assistants Database for the TTU Center in Seville	May-15	May-15	Done and ongoing	Done and ongoing
Create and maintain Tutors/Conversation Partners Database for the TTU Center in Seville	May-15	May-15	Done and ongoing	Done and ongoing
Create and maintain a detailed process workbook for the TTU Center in Seville	Dec-15	NA	Done and ongoing	Done and ongoing
Create and maintain a contacts list of speakers, tour guides, and other resources available to the staff at the TTU Center in Seville.	Dec-15	NA	Done and ongoing	Done and ongoing

Create and maintain a itineraries and catalog of excursions and field trips for the TTU Center in Seville	Dec-15	NA	Done and ongoing	Done and ongoing
Each fall and spring semester, a member of The TTU Center in Seville staff will visit Lubbock and participate in recruitment activities.	2 per year	NA		2015 Fall- Sara Pink 2016 Spring- Elli Runkles
Visit language schools and department chairpersons of the area universities to recruit students for CMLL.	5 visits	NA	The TTU Center in Seville has established an internship program with students from University of Sevilla. This provides an opportunity for recruiting these students to the graduate program in CMLL at Texas Tech.	Continuing the internship program with students from the University of Seville.
Establish a 2 week Seville program for high school juniors and seniors from LISD	Jul-17	0	0	Awaiting visit to The Center from LISD 2017 Summer

The TTU Center in Seville will sponsor at least fifteen meetings, guest lectures and collaborative classrooms with local university faculty.	15 per year	NA	4 promotional lectures for CMLL 11 public lectures for 6 disciplines	2 promotional lectures for CMLL 12 public lectures for 8 disciplines
Attend all APUNE (Association of North American University Programs in Spain—the organization is sponsored by the Spanish Ministry of Education and the US Embassy, Madrid) meetings.	Attend all APUNE national and regional meetings	???		2015 Fall-Sara Pink 2016 Spring-Sara Pink and Elli Runkles 2016 Summer-Donna Wright

- **Strengths –**
  - Good progress is being made to reach the target number of students for the semester and summer programs. The semester number has increased 60% over three years, while the summer number increased almost 55%.
  - The Center has sponsored 2 promotional lectures, and 12 public lectures for 8 disciplines.
- **Needs to be addressed**
  - Due to lack of resources, a TTUISD program will not be established.
  - The assessment indicator regarding visiting language schools should be updated.

Objective 1.7: Explore offering through OIA a Certificate or Minor at the undergraduate level to prepare globally competent graduates.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16

- **Strengths**
  - None.
- **Needs to be addressed**
  - This has not been addressed.

Goal 2: Enhance International Academic Reputation: Establish international collaborations to promote faculty and academic excellence.

> *Objective 2.1: Facilitate student mobility between Texas Tech University and other countries via cooperative degree programs with highly-regarded domestic and international partners.*

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of cooperative degree programs such as Dual, Joint, and articulation agreements with international partner institutions	6	0	0	3
Number of visits to priority countries per year to build relationships for cooperative degree programs	2	--	--	3
Number of students per year on semester exchange programs	50	27	31	25
Number of new exchange partners with highly-regarded universities	3	7		9

- **Strengths**
  - The number of new exchange agreements exceeded the target by a factor of 3.
- **Needs to be addressed**

  - We still need to address what 'highly-regarded' means.
  - We need to address who is the responsible party to visit priority countries.

- We need to determine if we should have a target number for the number of agreements.
- We need to determine what the priority countries are.
- We need to determine if we still have a goal of increasing the number of cooperative degree programs.
- The number of students participating in exchange programs is decreasing/remaining flat.

Objective 2.2: Strengthen faculty professional development through international exchange and scholarly cooperation with global institutional partners.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Disseminate monthly funding alerts to increase the number of faculty participating in scholarly exchange	12 per year	4	12	12
Number of scholars received through fellowship programs such as Borlaug	5 per year	5	9	7
Number of seminars and presentations on research collaboration opportunities	2 per year	0	5	8

- **Strengths**
    - The number of funding alerts met the target of 12 per year
    - The number of scholars received through fellowship programs exceeded the goal by nearly 50%.
    - The number of seminars and presentations on research collaboration opportunities was 4 times the goal.
- **Needs to be addressed**

    - We need to determine if we should increase the target for the number of seminars and presentations on research collaboration opportunities since it has been exceeded every year.

Objective 2.3: Support the ability of Texas Tech to hire and retain highly qualified international faculty by providing expert service related to immigration processes.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16

Post video workshops for hosting departments about the H-1 and J-1 visa process online	By summer 2016	0	0	14
Number of online professional development activities (webinars) for scholar services participated in.	No target	2	14	12
Number of staff participating in leadership roles or presenting sessions or workshops for our professional associations	2	2	2	2
Number of J-1 Exchange Visitors and dependents served. This involves issuing documents, orientation, immigration advising, monitoring health insurance compliance and collaborating with a variety of government agencies.	No target	42	304	340
Number of J-1 student interns served. This involves issuing immigration documents, advising and providing guidance to the hosting departments and the student's home institution. ISSS must also collect program internship evaluations from the department host for each student interns during their internship.	No target	12	23	16
Number of new, transfer and extension petitions filed for H-1B temporary worker non-immigrants and their hosting departments in collaboration with a variety of government agencies.	No target	63	55	91
Number of permanent resident petitions filed for non-immigrant faculty and staff and their hosting departments in collaboration with a variety of government agencies.	No target	9	46	19

Number of Department of Labor applications filed for non-immigrant faculty and staff and their hosting departments in collaboration with a variety of government agencies.	No Target	12	29	12
Number of O-1 and TN temporary worker non-immigrants petitions filed for non-immigrant faculty and staff and their hosting departments in collaboration with a variety of government agencies.	No target	0	0	2
Number of on-campus visits for non-immigrant final candidates for faculty and staff positions participated in by ISSS counselors.	No target	Not available	10	9
Total number of H-1B, O-1, and TN visa holders, and pending permanent residents served. This involves issuing documents, orientation, immigration advising and collaboration with a variety of government agencies.	No Target	100	187	256
Total Number of one-on-one appointments with international scholars and their department hosts at ICC for the year.	No target			
Number of SEVIS J-1 scholar events processed and batched to the Department of Homeland Security Student Exchange Visitor System. These include updates to the scholars records, new document requests, address changes, etc...	No target	Not available	Not available	Not available

- **Strengths**
  - ISSS maintained the number of online professional development activities for scholars.
  - ISSS maintained the level of service and outreach in the midst of a substantial increase in the work load related to H-1B and Permanent Residency applications.

- **Needs to be addressed**
  - We need to more consistently track J-1 services through the front desk log in software to obtain assessment indicators for J-1 scholar appointments/services.
  - We need to batch J-1 scholar events in ISSM. Technical problems with the software (ISSM) resulted in a lot of the processing being done directly in SEVIS.

Goal 3: Increase International Research, Development and Creative Scholarship: Enhance our global reputation for the discovery and application of knowledge.

Objective 3.1: Strengthen research and development collaborations with international universities and agencies.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of new research MOUs/LOIs	2 per year		3	1
Number of funding agency representatives hosted	3 per year	0	2	4
Number of international funding agencies and foundations visited	2 per year	4	6	9
Number of attended conferences with funding agency representatives	2 per year	1	1	3

- **Strengths**
  - We exceeded the target number of agency representatives hosted by nearly 50%.
  - The number of funding agencies and foundations visited exceeded the target by more than a factor of 4.
  - We exceeded the target number of conferences attended with funding agency representatives by 50%.
- **Needs to be addressed**
  - The targets for this objective should be reviewed.
  - We need to determine if we should have a target number for MOUs/LOIs since the emphasis has shifted from quantity to quality.

Objective 3.2: Facilitate the development of multi-investigator, multi-disciplinary, and multi-institutional international research teams and development programs and increase external funding for international research and development.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Amount of external funding received for international research and development	5 million annually by 2020	$788,135	$2,251,001	$585,805
Number of IRDD assisted proposals submitted	no target	27	22	25
Total amount of submitted IRDD assisted proposals	no target	$12,884,160	$14,531,777	$6,921,570
Number of developed research networks	5 by 2020	0	2	1
Number of domestic universities visited to learn best-practices and explore potential collaboration	2 per year	2	11	0
Number of international universities visited to explore potential collaboration	2 per year			13
Number of guest speakers hosted	5 per year	2	5	8
Hold poster competition annually to showcase international scholarship of faculty and graduate students during International Week	By 2015	0	1	1

- **Strengths**
  - The number of guest speakers hosted exceeded the target by more than 50%.
  - A poster competition is held annually.
  - The number of international universities visited far exceeded target, with 13 visited and 2 as the target.
  - Although the number of proposals (in dollars) significantly decreased in FY 16, this was due to a decision to pursue grants strategically.
- **Needs to be addressed**
  - We need to determine if funding received should be stated as a percentage of funding requests submitted.
  - We need to determine if we should indicate the dollar amount awarded.

o We need to determine if we should revise the target number of international universities visited.

Objective 3.3: Increase the capacity of Texas Tech University faculty to engage in international research, development, and creative scholarship.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of seed grant proposals submitted per year	no target	17	16	14
Number of seed grants awarded per year	11	11	10	10
Total amount funded through seed grant incentive program for faculty	$25,000 per year	$22,000	$21,962	$22,271
Number of international research conferences hosted at TTU	Biannually beginning 2017	none	0	1
Establish and conduct annual international scholarship award for faculty and students	By 2015	established	2	2

- **Strengths**
    - The number of seed grant proposals submitted annually is strong and consistent.
    - The number of seed grant proposals awarded annually is consistent.
    - The total amount funded through the seed grant incentive program for faculty is close to target.
    - We hosted our first international research conference.
    - The scholarships for faculty and students was established and 2 were awarded.
- **Needs to be addressed**
    - None.

Objective 3.4: Use the relationships and stature of ICASALS to foster existing and create new opportunities for scholarship of arid environments and their people, both domestically and abroad.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of attended professional meetings related to water and arid land-related topics	current target?	2	2	3
Number of visited arid land countries	2 per year - revise this target?	2	4	3
Number of active projects with priority countries	2 per year	3	4	7
Number of on-campus scientific talks that focus on water-related or arid land issues.	1 per year			5

- **Strengths**
  - The number of professional meetings attended that are related to water and arid land topics is consistent.
  - We exceeded the target number of arid land countries visited by 50%.
  - We exceeded the target number of active projects with priority countries by more than a factor of 3.
  - We exceeded the target number of on-campus scientific talks that focus on water-related/arid land issues by a factor of 5.
- **Needs to be addressed**
  - We need to determine if we should revise the targets that have been consistently exceeded.
  - We need to determine if these activities should be marketed as ICASALS activities.

Goal 4: Enhance Communication and Advance Intercultural Understanding: Foster awareness through outreach activities aimed at the University and the greater community

Objective 4.1: Educate the Texas Tech University community about the Office of International Affairs' activities and services.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of annual e-newsletters	3	NA	3	3
Number of Tech Announcements per month	2 per month	Avg. of 3	Avg. of 5	n/a
Number of Int'l Week events	Target?	NA	No target	2
Number of Global Vision Award ceremonies	1 per year	NA	1 per year	1 per year
Number of new staff, student, and alumni profiles on website	12 per year	3	12 per year	12 per year
Number of updated News & Events items on OIA website	No target	23	39	39

- **Strengths**
  - o We planned and hosted multiple International Week events.
  - o We hosted the Global Vision Award ceremony and reception.
  - o The number of profiles on the OIA website is consistent and meets the target.
  - o The number of updated News and Events items on the website is consistent.
- **Needs to be addressed**
  - o There is no information available to assess the number of Tech Announces submitted.

Objective 4.2: Expand outreach services and opportunities to foster intercultural understanding and enrich the quality of life for our students and communities.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of internationally themed art exhibits	8 per year	9	10	12
Number of speakers who address international topics	4 per year	4	5	6
Number of partnerships with TTU, TTUHSC, and the greater community	No target	11	11	11

Number of attendees at Int'l Outreach events	No target	app. 3,000	app. 3,000	app. 3,000
Number of water-related talks presented to community	1 per year by 2015	1	1	1

- **Strengths**
  - o The number of art exhibits exceeded the target by 50%.
  - o The number of speakers who address international topics exceeded the target by 50%.
  - o The number of partnerships with TTU, TTUHSC, and the greater community is consistent annually.
  - o The number of attendees at outreach events is consistent annually.
  - o The number of water-related talks met the target.
- **Needs to be addressed**
  - o A target number for attendees should be established for all outreach events.

Objective 4.3: Foster knowledge of international issues, broaden intercultural understanding, and encourage the pursuit of higher education among K-12 students.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Number of K-12 events promoted through local media sources	1 per quarter	1	2	12
Number of Cultural video resources published to OIA/K12 website	No target	0	0	0
Number of new partnerships with TTU and Lubbock community members	No target	2 TTU	0	2
Number of collaborations between K12 GEO and International Outreach& Operations	2 annually	2	2	2

Number of collaborations with Division of Institutional Diversity, Equity & Community Engagement	10 annually	0	3	16
Number of OTR programs provided to secondary campuses	6 annually	8	3	11
Outreach data maintained in monthly reports: number of school districts served, counties served, number of outreach programs, total number served, Title 1 campuses	Monthly data/bi-annual program evaluation based on data	15,023 students, 12 Title 1 Campuses/Districts, 18 Districts	19,750 students, 29 Districts, 16 Title One Campuses/Districts	21,577 students, teachers and community members; 29 districts, 18 Title One
Number of distance learning opportunities/cultural programs provided to rural school districts within Region 17	4 annually	0	0	0
Number of professional development opportunities provided to local educators	2 annually - increase target?	6	8	9
Number of programs with international student participation	10 annually	4	12	5

- **Strengths**
  - The number of K-12 events promoted through local media sources exceeded the target by a factor of 12.
  - We established 2 new partnerships with TTU and Lubbock community members.
  - We met the target number of collaborations between K12 GEO and IOO.
  - We exceeded the target number of collaborations with Division of Institutional Diversity, Equity & Community Engagement by 60%.
  - We exceeded target number of OTR programs by almost 100%.

- o The number of students, teachers and community members reached increased by about 10%.
  - o We exceeded the target number of professional development opportunities by more than 400%.
- **Needs to be addressed**
  - o No progress has been made on publishing cultural video resources to the OIA/K12 website.
  - o No progress has been made on distance learning opportunities/cultural programs provided to rural school districts within Region 17.
  - o The number of programs with international student participation has not met the target.

Objective 4.4: Gain regional, national and international recognition for individual and collective efforts toward internationalization.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
At least 1 staff member serves at the national level in an International Education leadership role.	1			
At least 1 staff member completes NAFSA Academy or Forum Certificate program annually	1	0	0	0
At least 1 staff member present a session or workshop at NAFSA annual conference, Forum annual conference, or Diversity Abroad annual conference	1			2
Complete the application for the Paul Simon Comprehensive Internationalization Award	Annually			Submitted

- **Strengths**
  - o Texas Tech was awarded the Paul Simon Spotlight Award for the K-12 program.
  - o We submitted the Paul Simon Comprehensive Globalization Award application in October 2015.
  - o 2 ISSS staff members served in NAFSA national leadership roles. One IRDD member is on the NAFSA Region III team.

- o Several OIA staff members presented sessions and workshops at the National and Regional NAFSA conferences.
  - o The Associate Vice Provost for International Programs will serve as the President of Midwest America Universities International (MAUI).
- **Needs to be addressed**
  - o We need to alter the second assessment indicator to include regional NAFSA sessions or workshops and regional leadership roles for IEEM/ISSS/IRDD staff.

Goal 5: Increase Funding, Efficiency, and Accountability: Optimize resource allocation for programs, scholarships, recruitment, retention, research collaborations, and related international activities and enhance performance.

> *Objective 5.1: Significantly increase the Office of International Affairs' endowments for scholarships, academic programs, student activities, faculty support, and outreach programs.*

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Host an international alumni reunion events	Begin in 2017	0	0	0
Number of proposals submitted for K12 GEO funding	*4 annually*	6	2	2
Number of grant proposals submitted to foundations	*No target*	1	2	2
Number of CH Foundation grant proposals for Outreach programming	1 per year	1	1	1
Number of CGU grant proposals for Outreach programming	1 per year	0	0	0

- **Strengths**
  - o K-12 submitted 2 proposals to The CH Foundation and Helen Jones Foundations and received a total grant award of $38,000.
  - o The IOO/Community Outreach division submitted a proposal to The CH Foundation and was awarded $20,000.
- **Needs to be addressed**
  - o We did not schedule an alumni event in FY16.

Objective 5.2: Minimize risks associated with international activities; assist in structuring partnerships, teaching and research projects that are safe and ethical.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Develop OP on ethical international behavior and scientific conduct.	Develop by end of FY 17	none	none	none
Develop and maintain up-to-date Safety and Emergency Advisory Handbook for the TTU Center in Seville program with US State Department advisory warnings and all safety and emergency advisories of APUNE regarding study abroad in Spain.	Safety and Emergency Advisory Handbook: June 2015		Completed and are constantly being updated and modified as needed	Updated and modified as needed

- **Strengths**
    - A Safety and Emergency Advisory Handbook has been developed for the TTU Center in Seville.
- **Needs to be addressed**
    - No progress has been made toward developing an OP on ethical international behavior and scientific conduct. We need to determine if this is necessary given that TTU has an OP relating to ethical behavior in general and a Statement of Ethical Principles.
    - No progress has been made on joining ISEP. We need to determine if this is still a goal of the Study Abroad unit. There is a significant cost to the unit for membership.

Objective 5.3: Utilize up-to-date technology and streamlined processes to improve services and efficiency.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16

Develop an inventory of all OIA equipment by the end of FY15 and keep it updated as necessary.	Sept-15	NA	Ongoing	Ongoing
ISSS will create online forms for all key high demand areas for both international students and scholar services (including F-1, J-1, and H-1B process). These forms will also incorporate processes involving department hosts.	Fall 2016	0	0	0

- **Strengths**
  - An inventory of OIA equipment is ongoing to keep it current.
- **Needs to be addressed**
  - ISSS has not created online forms for all key high-demand areas. This was delayed due to the cancelled implementation of Terra Dotta. The goal for FY17 will be to launch these forms utilizing the new capabilities of ISSM for both the international scholar and student service area.

Objective 5.4: Form effective Advisory Boards for the OIA and its units and utilize member feedback to help improve long-term goals and objectives.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Establish an Advisory Board for OIA	Aug 2015			
Establish and utilize an Advisory Board for K-12 GEO- meeting bi-annually to conduct an evaluation of programs based on teacher surveys and other outreach data	Bi-annually beginning Fall 2015	none	2	2

- **Strengths**
  - The International Affairs Council was reconstituted in FY 16 and held regular bi-monthly meetings in the second half of FY16.
  - K-12 GEO has an effective advisory board that continues to meet twice a year.
- **Needs to be addressed**

o

Objective 5:5: Utilize an annual budget model for each division of the Office of International Affairs to maximize fiscal performance.

Goals/Objectives/Assessment Indicators	Target	FY14	FY15	FY 16
Complete budgeting of OIA operations by May 1st of each year.	Annually	Completed	Completed	Completed
Submit monthly/quarterly reports of budget expenditures to the relevant units for better tracking	Monthly/quarterly	n/a	Completed	Completed

- **Strengths**
  - A system was set up to provide monthly reports of budget expenditures to the relevant units for better tracking. This monthly report was provided to each unit leader starting in fall of FY17.
- **Needs to be addressed**
  - There are no issues which need to be addressed.