

NMHU Unit Strategic Planning: FY21 Plan  
 Unit name: International Education Center  
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OIER Examples

PLAN - Unit Goals / Objectives										
Unit	Unit / Department Objective	Purpose of Objective	SP Goal 1	SP Goal 2	SP Goal 3	SP Goal 4	SP Goal 5	Status (New or Ongoing)	Timeframe	Measurable outcomes
International Education center	Conduct mandatory International Student, J-1 visa exchange visitor orientation every semester	Mandated requirement by DHS		X	X	X		ongoing	August/year, Jan/year	Orientation held
International Education center	Contract with International Student recruiters to increase and retain more international students	Increase of International student enrollment			X	X	X	New/Ongoing	No time frame, on going objective throughout the year	Increase in International student applications/ admission/ enrollment
International Education center	Sponsor cultural activities on campus	None at this time due to COVID	X		X	X		ongoing	No time frame, on going objective throughout the year	No outcomes at this time
International Education center	Continue to host information sessions that orient International students regarding immigration regulations and benefits that affect them	DHS compliance		X	X	X		ongoing	Information sessions to be held every semester	Sessions held
International Education center	Continue to update internal forms to provide services for International students and meet with record keeping compliance for DHS.	DHS compliance	X	X				Ongoing	Every semester	update internal forms as regulations and policies change at the DHS, ICE, USCIS, SEVP levels. Complete forms to meet newly implemented regulations
International Education center	Continue to utilize SLATE to its highest potential automation	To reduce the number of emails for requesting information or forms need to be filled by International students, prior to I-20 issuance or arrival to campus	X			X	X	ongoing	Continuously as needs of the department arise.	Completion and implementation of projects
International Education center	Implement an International Student information of compliance so that faculty and staff can easily access for informational purposes to ensure compliance regarding enrollment, employment and completion of studies as regulations require	To provide information about compliance for better advisement and policy compliance for international students at the academic advisement and staff compliance level			X	X		New	February 2022	Information is available on line and easily findable on the HU website for all to access and view
International Education center	Collaborative efforts between NMHU and Mexico institution	To increase on campus enrollment, create opportunities that will benefit students and HU	X	X	X	X	X	New	Fall 2023	Implementation of a Dual degree program at UG with institution in Mexico and School of Social Work

DO - Implement Plan		STUDY - Assessment			ACT - Improve
Action(s)	Budget implication	Status (Met, Ongoing, Stop)	Outcome(s)	Challenge(s)	Improvement(s)
Create Agenda, reserve space, invited potential presenters, prepare orientation packets for participants, purchase food items for orientation day	Yes, approximately 300.00/ semester	Met, ongoing	Orientations held, students oriented on visa classification do's and don'ts, given health insurance information, employment opportunities allowed by visa classification, enrollment requirements,	COVID, for Jan 2021 orientation. Held virtually instead of in person. August 2021 orientation held in person in compliance with COVID distancing and face covering requirements. Orientation successful. 24 student participants	None. The orientation is 3 hours long.
Seek recruitment agencies for this purpose and contract with them.	Yes. Aproximately 40,000.00	partially met	Contracted with Shiksha (India), Keysonte (mainly Europe)	Budgetary challenges.	seek and contract with more agencies. Budgetary support for activity.
Food festivals, country presentations, cultural events	Yes,	No met		COVID	
Sessions: OPT sessions, TAX compliance Sessions, Employment opportunity sessions. Green card lottery information, End of program advisement	None	Met, ongoing	Held information sessions for affected students	Spring 2021 COVID not allowing in person interaction with students to hold sessions. On going sessions for Fall 021.	Implement more automated informational sessions that students can access on their own.
Continually review internal forms and auto communications to student to ensure compliance and procedural requirements.	None	Met, ongoing	Timely update of forms to comply with external agency requirements	None	Create an informational environment for student access to forms so that IEC does not need to email the needed forms to student individually.
Work with SLATE IT staff to brainstorm on how to best utilize the platform to meet automation needs of the department.	None	Met, ongoing	continue to automate communication with applicants to get them to admission, and immigration documentation issuance, for the purpose of visa interview and possible enrollment	Envisioning how to make the project technically be implemented seamlessly.	Continue to improve automation of communication to applicants that does not produce follow up inquiry due to confusion of automated communication materials emailed to the applicant.
Create content for website	None	new, not met	Create content to inform stakeholders of compliance regulations for informational purposes.	Time to complete project.	
Collaborate with all stakeholders to explore the viability of creating a dual degree program	Possible travel to Mexico, host collaborating institution,	New	Creation of a new dual degree program at NMHU which will lead to student enrollment and completion of a BSW with recruiting efforts to enrollment of the MSW program.	Academic viability of creating such a program. Buy in from HU stakeholders.	