

Cornell College
Departmental / Program Assessment Plan
 Mission Statement, Learning Outcomes, and Learning Opportunities

Department / Program:	Office of International & Off-Campus Studies
Person Submitting this Form:	Jeannie Burns
Date:	12/20/2010

Mission Statement:

Mission of the Office of International and Off-Campus Studies:
 Off-campus study in the United States and abroad fosters greater understanding of cultural diversity, a critical ability to analyze challenges posed by different environments, and a more sophisticated appreciation of one's own society in its relation to the global community. Courses in many disciplines take advantage of OCAAT to take students to sites where they can put what they have learned into action. Cornell seeks to provide a quality academic experience combined with the excitement of encountering places, peoples, and cultures which broaden the liberal arts education of our students. Off-campus study is a vital aspect of preparing students to be citizens of the world.

Program Goals:

The Office of International & Off-Campus Studies seeks to create policies and procedures for all off-campus study experiences which follow the field's best practices in the following:

- Student Advising
 - Knowledge of all pre-approved programs
 - Ability to locate information about unfamiliar programs
 - Understanding and ability to communicate Cornell off-campus application procedures
 - Create/provide tools for students to track progress in process
- Off-Campus Course Development & Faculty Participation
 - Offer courses which fulfill students graduation requirements
 - Ensure off-campus courses provide opportunity for intended student outcomes
 - Regulated faculty involvement
 - Prepare faculty for off-campus teaching
- Student pre-departure preparation
 - Health & Safety
 - Local customs
 - On-site logistics
 - Culture shock identification & assistance
 - Maximizing experiences abroad
- Emergency Situation Handling
 - Thorough understanding of insurance coverage
 - Accurate record keeping
 - Resource acquisition and retention (websites, embassies, IE resources, etc)
- Student re-entry
 - Reverse culture shock identification & assistance
 - Marketing off-campus experience
 - Thoughtful reflection on experience
 - Continued connections with host culture
 - Dissemination of experience to wider community

Program Goals (continued):

- Access
 - Outside grant/scholarship promotion
 - College funds development
 - Marketing of Cornell Off-Campus Courses
 - Programming for post-graduation opportunities

Intended Student Outcomes (3-5 recommended):

As a result of their experiences in our program, students will...

- A) Knowledge and Inquiry
- Students will have knowledge of the historical, cultural, linguistic, political, religious and/or social aspects of their host site
 - Students will seek opportunities to discuss current events and global issues with others
 - Students will develop an interest in current events and international relations
 - Students will seek interaction with diverse cultures, perspectives and ways of thinking
 - Students will learn a new language, improve their second language skills, and/or be encouraged to continue language study at Cornell (if studying off-campus as part of a language course)
- B) Interpersonal Development and Cultural Understanding
- Students will be able to adapt to a diversity of cultural and social situations
 - Students will welcome and accept multiple and diverse perspectives and beliefs
 - Students will seek to interact with people of diverse cultures and backgrounds
 - Students will develop the ability to communicate effectively with people from diverse cultures and backgrounds.
- C) Personal Development and Intrapersonal Understanding
- Students will become more independent and confident in their own identities
 - Students will understand the strengths and challenges of their own cultural backgrounds
 - Students will develop an understanding of the local community
 - Students will develop an understanding of the global community
 - Students will impart their experiences with the communities to which they return

Learning Outcomes and Opportunities:

How do the specified outcomes support the College's Educational Objectives; and where are students provided opportunities that will help them achieve these outcomes.

Curriculum Map:

Use the following grid – or one of your own making – to identify where educational opportunities [e.g., courses, programs, activities, etc.] introduce (I), reinforce (R), and/or emphasize (E) the skills/abilities necessary to achieve your intended outcomes. Include all intended outcomes and educational opportunities.

	Intended Outcome 1	Intended Outcome 2	Intended Outcome 3	Intended Outcome 4
Educational Opportunity 1				
Educational Opportunity 2				
Educational Opportunity 3				
Educational Opportunity 4				
Educational Opportunity 5				

Assessment Priorities:

Given our intended outcomes, the top 2-3 assessment priorities for our department/program are:

- A) Formalizing/organizing off-campus course policies for 2011-2012
 - Goal: ~15 off-campus courses each academic year
 - Have enforceable deadline for faculty to submit proposals, subject to review and approval by ISOC & Dean
 - Regulate faculty involvement (limit number of off-campus courses for faculty each year, regulate when faculty can participate in off-campus opportunities)

- B) Tracking of students off-campus (before, during, after)
 - Online system to monitor material submission
 - Pre- and post-OCS evaluations to assess learning outcomes
 - Ensure that no student goes off-campus prior to receiving health information about destination
 - Ensure all Cornell offices have access to information about student's OCS preparedness

- C) Obtain funds for OCS
 - Assess whether office brochure is helping in funds development
 - Evaluate where OCS is on the list of priorities for funds development
 - ALUMNI! (General & OCS returnees)