

# North Carolina Community College System Global Education Action Plan Template

College: Halifax Community College Date: 3/6/01

Name of College President: Dr. Ted Gasper

Name of Campus Global Education Director: Dr. Laura Buffaloe

Names of Global Education Committee/ Team Members:

Mei Mei Davis

Willa Dickens

Ann Newbern

Alex Thannikkary

Terry Wheeler

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**1. NEED**  
*(What conditions or circumstances exist which need improvement? Identify the needs.)*

Task	Responsibility	Completion Date	Verification
1. Leadership team and Board of Trustees need to be brought up to date on the efforts to globalize the community college system	Dr. Ted Gasper Terry P. Wheeler	May, 2001	Minutes of Leadership team meetings and Board meetings will reflect this information was imparted.
2. The HCC mission statement needs broadening.	Planning Committee	September, 2001	Publishing of a revised mission statement.
3. HCC faculty and staff need information about the globalization of the community college system.	Terry P. Wheeler	August, 2001	Agenda for faculty/staff orientation will include a section on global information
4. HCC faculty and staff need to undergo cultural sensitivity training.	Dr. Laura Buffaloe	April, 2001	Seminar is already scheduled for 4/13/01
5. HCC needs to partner with other community agencies and organizations to identify trends and needs of the Hispanic population in our area.	Willa Dickens Lyndal Williams	May, 2001	Minutes of meetings held with agencies and organizations will reflect Hispanic concerns.
6. HCC needs to pursue grants to support global initiatives.	Planning committee	Ongoing	Copies of grant applications will be held on file in the office of the Director of Resource Development
7. HCC needs to encourage faculty to include global concepts in their curricula and to increase the number of distance learning opportunities.	Terry P. Wheeler Joan Gilstrap	Ongoing	Course outlines will include global concepts and the schedule will reflect the number of distance learning opportunities are increasing
8. HCC needs to expand and market continuing education courses that target global education.	Willa Dickens Lyndal Williams	Fall, 2001	The continuing education schedule will reflect this expansion.
9. The HCC website and publicity need to reflect a global perspective.	Patsy Ferguson Russell Barrett	Fall, 2001	The website and publicity will include global perspectives.

**2. RELATED EFFORTS**

*(To your knowledge, what has previously been done by this or any other institution to satisfy these needs?)*

Task	Responsibility	Completion Date	Verification
1. Diversity activities (Harmony Week)	Diversity Committee	Annual events occurring in the second week of March	Publicity officer has newspaper clippings and pictures of activities during these events.
2. Offering English as a second language courses	Mary Hutchinson	Offered on demand	Past continuing education schedules will show these classes
3. Offering targeted Spanish courses for the business community	Continuing education	Offered on demand	Past continuing education schedules will show these classes
4. A distance learning seminar was offered, in Spanish, on how to start a business	Continuing education	Offered on demand	Past continuing education schedules will show there classes
5. Seminars on managing in a multicultural environment have been offered to the business community	Continuing education	Offered on demand	Past continuing education schedules will show there classes

**3. CLIENTELE**

*(What group or groups are the intended beneficiaries of this initiative?)*

Task	Responsibility	Completion Date	Verification
1. Increasing Hispanic population  2. Diverse student body <ul style="list-style-type: none"> <li>• Asian</li> <li>• Hispanic</li> <li>• Indian</li> <li>• Black</li> <li>• White</li> </ul> 3. Haliwa-Saponi tribe  4. A fairly large Indian immigrant population  5. Business community <ul style="list-style-type: none"> <li>• Overcome language barriers</li> <li>• Learn import/export regulations and procedures</li> <li>• Learn to handle a diverse workforce</li> <li>• Learn to start businesses to benefit the diverse population</li> </ul> 6. Healthcare community			
<b>4. COLLABORATIVE EFFORTS</b> <i>(Will any other agency(ies) or organization(s) be involved in collaboration or partnership in this initiative?)</i>			

Task	Responsibility	Completion Date	Verification
1. Halifax County Department of Social Services 2. Northampton County Department of Social Services 3. Halifax Regional Medical Center 4. Area L AHEC 5. Upper Coastal Plains 6. CADA (Choanoke Area Development Association) 7. CPTA (Choanoke Public Transportation Authority) 8. Halifax County Health Department 9. Riverstone (Halifax County Mental Health) 10. Halifax County Development Commission 11. Halifax County Tourism Authority 12. Lake Gaston Chamber of Commerce 13. Roanoke Valley Chamber of Commerce 14. Northampton County Chamber of Commerce 15. NC JobLink Career Center-Employment Security Commission 16. Halifax-Saponi Tribe 17. Native Opportunity Way-Barry Richardson 18. Halifax County Schools 19. Weldon City Schools 20. Roanoke Rapids City Schools 21. Northampton County Schools 22. Halifax Academy 23. Hobgood Academy 24. Enfield Academy 25. Northeast Academy 26. Smart Start 27. Ministerial Association 28. Halifax, Northampton County, Roanoke Rapids and Enfield Libraries 29. Union Mission			
<b>5. OBJECTIVES</b> <i>(What are the specific and measurable ends to be achieved by the proposed project? These should be related to the needs identified in Section 1.)</i>			

Task	Responsibility	Completion Date	Verification
1. Survey will reflect that 80% of Board members and Leadership Team are aware of efforts to stress globalization.	Dr. Ted Gasper Dr. Laura Buffaloe Terry P. Wheeler	July, 2002	Survey results, Minutes of meetings will show this
2. Faculty and staff surveys will reflect that 80% are aware of global issues and are including them in their programs.	Terry P. Wheeler	July, 2002	Survey results will reflect this
3. Business and industry survey will include a question on HCC's efforts to include global issues in training and on publicity.	Willa Dickens	July, 2002	Survey results will reflect this
4. The mission statement will include a statement about global education (if allowed by SACS criteria)	Planning director	July, 2002	Planning documents will reflect this.

**6. PROCEDURES**

*(How will the objectives be met? What activities or experiences will be provided and how are these expected to accomplish the stated objectives?)*

Task	Responsibility	Completion Date	Verification
1. President will inform Board of Trustees and Leadership Team about the importance of addressing global issues in college courses and activities.	Dr. Ted Gasper	May, 2001	Minutes of meetings will reflect this
2. Dean of Curriculum Programs will address global strategies at fall faculty/staff orientation session.	Terry P. Wheeler	August, 2001	Agenda of orientation session will reflect this
3. Resource development officer will pursue opportunities for grants to expand global education.	Resource Development officer	September, 2001	Planning documents will verify this
4. Continuing Education will spearhead effort to involve other community agencies in need assessment/planning activities.	Con. Ed. Dean and staff	May, 2001	Agenda for this meeting will verify this
5. Continuing Education will offer courses and continue to offer ESL courses that will educate the public about global issues.	Con. Ed. Dean and staff	July, 2002	Con. Ed. Schedules will reflect this

**7. EVALUATION**

*(By what means will it be possible to determine the extent to which initiative objectives have been accomplished? What criteria will be used for evaluation?)*

Task	Responsibility	Completion Date	Verification
<p>1. Surveys will be administered to the various "global" populations served to assess whether their needs are being met.</p> <p>2. Broadening course evaluations will allow us to capture data related to globalization.</p> <p>3. Reviewing evaluations of targeted classes will check for need satisfaction and the inclusion of global issues.</p> <p>4. Surveys of area businesses will show how well global issue "awareness" has been increased as a result of HCC's initiative.</p>	<p>Institutional Research Officer</p> <p>Terry P. Wheeler</p> <p>Terry P. Wheeler Lyndal Williams</p> <p>Susan Reynolds</p>	<p>Spring, 2002 and ongoing after that</p> <p>Spring, 2002</p> <p>Spring, 2002 and ongoing after that</p> <p>Spring 2003</p>	<p>Survey result publication</p> <p>Evaluation instrument will show the change</p> <p>Completed evaluation instruments will give us the data to work with</p> <p>Survey results themselves</p>

**8. BUDGET**

*(List an estimated total cost for the initiative and give some general idea of the major categories of funds, for example, personnel, travel, supplies, etc., that will be needed. A highly detailed budget is not necessary, as this will be developed later.)*

Task	Responsibility	Completion Date	Verification
<p>NOTE: Most of the items mentioned will incur little or no expense to the College. As the committee and the College move forward in this initiative and expenses come up, the business manager, leadership team and the committee will look at where the money can come from.</p> <p>The outcome of grant proposals will determine the fate of many of the ideas that come up.</p>	<p>Leadership Team VP for Adm. Svcs. Global Ed. Committee</p> <p>Resource development officer</p>		

**9. COMMITMENT**

*(What kind of commitment—money, time, space, etc.—is the institution willing to make toward implementation of the initiative?)*

Task	Responsibility	Completion Date	Verification
<p>This will depend on the outcome of Leadership team meetings and Board of Trustees meetings. As this is a brand new initiative, these talks are in the infant stages and, over the next few months, will become clearer-but initial discussions in leadership team meetings have been very positive.</p>			

**10. ADDITIONAL INFORMATION OR COMMENTS:**



Task	Responsibility	Completion Date	Verification
<p>The committee is excited about these global initiatives. The more we study it, the more the needs become apparent. As we begin our efforts, we are confident this will become an ongoing process and will evolve into an accepted part of our campus life.</p>			

## **Abstract:**

(one page abstract of the Global Education plan outlined above)

**College name:** Halifax Community College **Date:** 4/6/01

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Halifax Community College has dealt with global issues to a certain degree over quite a few years. With offerings such as the English as a second language course for our Hispanic population, HCC has tried to meet a need in our community. HCC designated a week in April 1999 as "Harmony Week" in which cultural diversity was celebrated on campus as well as throughout the community. This has continued annually. The College formed a diversity committee in 1999 that developed a diversity plan for HCC. This included a vision statement, goals and a plan to embrace diversity. HCC established a diversity advisory panel also. Global initiatives also included the school having a web site designed and beginning to offer courses by distance learning. This effort continues to expand to this day.

The global education plan outlined in the preceding pages represents a significant increase in the globalization efforts at HCC. HCC plans to inform everyone it serves about the importance of global issues to the College and to the citizens it serves. HCC will take a comprehensive look at the needs around us as explained to us by organizations and agencies that serve our diverse population. Based on this input, HCC will address the needs by offering course work that will help meet identified needs. Surveys and course evaluations can indicate the measure of our success. HCC will make a concerted effort to obtain grants supporting our global initiatives. More funding allows for more activities in this area. In these days of budget woes, grants may be the primary mechanism of funding global initiatives.

These are exciting times across the state as our community college system strives to be first at major globalization. The global education conference provided the cheerleading we needed- may these action plans provide the backbone.

## Summary of Proposed Action Steps

Please submit a one-page summary of the action steps your team worked on while at this conference. This must be turned in on disk prior to the end of the conference. Several campus teams will be randomly chosen to present their summary at the last session of the conference.

1. Inform leadership team of the importance of global issues and ask President to take this issue to the Board of Trustees requesting their approval.
2. Revisit the mission statement to reflect a changing global society.
3. Update the web site and HCC publicity to reflect a global perspective.
4. The global education committee will continue to monitor global issues.
5. HCC can partner with Halifax County Social Services and NC Cooperative Extension to identify the trends and needs of the Hispanic population and offer courses to meet these needs.
6. HCC will investigate the possibility of writing grants to support global activities.
7. HCC faculty and staff will attend a seminar concerning the globalization of the community college system.
8. HCC faculty and staff will undergo cultural sensitivity training.
9. HCC faculty will be encouraged to include global concepts in their curricula and to increase the number of courses offered in a distance learning format.
10. English as a second language as well as other continuing education courses will be better marketed and expanded.
11. HCC will identify businesses in the area involved in international trade and meet with them to better serve their needs.
12. HCC will hold a business education forum to carry the concepts of globalization to these segments of the community.