



## **CIEE Study Centers**

### **Annual Program Monitoring by the Academic Consortium Board**

Program evaluation and improvement is a continuous process at CIEE. Each year, the Portland based Program Director prepares an *Annual Study Center Review* for each CIEE Study Center program. In addition, all students are asked to complete evaluation surveys covering academic and non-academic aspects of the programs, as well as critiques of individual courses. These documents are made available to anyone who wishes to read them on the CIEE website.

Based on the above items and other less formal assessments that reach us from time to time, each Program Director also conducts an internal review of programs in his/her region with reference to an inventory of 18 critical components which we believe are the keys to excellence in programming. Program Directors are asked to rate each critical component using one of the following descriptors:

FA: Fully Acceptable  
RA: Requires Attention  
II: Immediate Intervention needed  
NA: Not Applicable to this program

(A copy of the components is attached at the end of this notice)

The public reports and the *Critical Component Reviews* are the basis for the ACB monitoring process, which also happens each year. Each ACB member is assigned as the “monitor” for a number of CIEE programs. There is typically electronic or phone discussion between the monitors and the Program Directors and areas for action are identified where appropriate. In addition, ACB members and Program Directors small group discussion during the fall ACB meeting in order to identify common themes, concerns, or successes across a set of programs.

### **Monitoring 2008**

This process has now been completed for the academic year 2007-08 for all CIEE Study Center programs listed below. If you would like additional details concerning the review of any program, please feel free to contact either the Program Director or the ACB member assigned to the program.

In general, monitoring is done each year for all programs except those which are scheduled for a comprehensive ACB evaluation visit during the same year.

<b>Country</b>	<b>City</b>	<b>Program</b>	<b>ACB Member</b>	<b>CIEE Program Director</b>
Argentina	Buenos Aires	Semester	Neal Sobania	Christine Wintersteen
Argentina	Buenos Aires	Summer	Neal Sobania	Christine Wintersteen
Australia	Perth	Semester	Susan Thompson	Dan Olds
Australia	Sydney	Semester	Susan Thompson	Dan Olds
Australia	Wollongong	Semester	Susan Thompson	Dan Olds
Belgium	Brussels	Semester	Nancy Kanach	Catharine Scruggs
Belgium	Brussels	Summer	Nancy Kanach	Catharine Scruggs
Botswana	Gaborone	Semester	Kathleen McDermott	Adam Rubin
Brazil	Bahia	Semester	Joe Hoff	Christine Wintersteen
Cambodia	Siem Reap	Summer	Neal Sobania	Dan Olds
Chile	Santiago	Semester	Paul DeYoung	Christine Wintersteen
Chile	Valparaiso	Semester	Paul DeYoung	Christine Wintersteen
China	Beijing	Summer	Paul DeYoung	Dan Olds
China	Beijing Chinese Language & Ethnic Studies	Semester	Paul DeYoung	Dan Olds
China	Beijing Intensive Chinese Language	Semester	Paul DeYoung	Dan Olds
China	Nanjing	Semester	Paul DeYoung	Dan Olds
China	Shanghai Advanced Chinese Studies	Semester	Nancy Kanach	Dan Olds
China	Shanghai Business, Language & Culture	Semester	Nancy Kanach	Dan Olds
China	Shanghai Global Context	Semester	Nancy Kanach	Dan Olds
Costa Rica	Monteverde	Semester	Kathy Sideli	Christine Wintersteen
Costa Rica	Monteverde	Summer	Kathy Sideli	Christine Wintersteen
Czech Republic	Prague	Semester	Kathy Sideli	Adam Rubin
Dominican Republic	Santiago	Summer	Joe Hoff	Christine Wintersteen
Dominican Republic	Santiago Liberal Arts	Semester	Kathy Sideli	Christine Wintersteen
Dominican Republic	Santiago Service-Learning	Semester	Kathy Sideli	Christine Wintersteen
Dominican Republic	Santo Domingo	Semester	Kathy Sideli	Christine Wintersteen
England	London	Semester	Kathleen McDermott	Catharine Scruggs
France	Paris	Summer	Cheryl Matherly	Catharine Scruggs
France	Paris Critical Studies	Semester	Cheryl Matherly	Catharine Scruggs
France	Paris French Studies	Semester	Cheryl Matherly	Catharine Scruggs
France	Rennes	Semester	Cheryl Matherly	Catharine Scruggs
Hungary	Budapest	Semester	Kathy Sideli	Adam Rubin
Hungary	Transylvania	Summer	Kathleen McDermott	Adam Rubin
India	Hyderabad	Semester	Joel Gallegos	Dan Olds
Ireland	Dublin	Semester	Kathleen McDermott	Catharine Scruggs
Ireland	Dublin	Summer	Kathleen McDermott	Catharine Scruggs
Italy	Ferrara Language & Culture	Semester	Valerie Eastman	Catharine Scruggs
Italy	Ferrara Liberal Arts	Semester	Valerie Eastman	Catharine Scruggs
Japan	Tokyo	Semester	Joel Gallegos	Dan Olds
Japan	Tokyo	Summer	Joe Hoff	Dan Olds
Jordan	Amman Arabic Language	Semester	Kathleen McDermott	Adam Rubin
Jordan	Amman Language & Culture	Semester	Kathleen McDermott	Adam Rubin
Korea	Seoul	Semester	Paul DeYoung	Dan Olds
Korea	Seoul	Summer	Paul DeYoung	Dan Olds
Mexico	Guanajuato	Summer	Cheryl Matherly	Christine Wintersteen
Mexico	Guanajuato January Term	Winter	Cheryl Matherly	Christine Wintersteen
Mexico	Guanajuato Language & Culture	Semester	Cheryl Matherly	Christine Wintersteen
Mexico	Guanajuato Liberal Arts	Semester	Cheryl Matherly	Christine Wintersteen
Netherlands	Amsterdam	Semester	Nancy Kanach	Catharine Scruggs
Netherlands	Amsterdam	Summer	Nancy Kanach	Catharine Scruggs
Peru	Lima Business & Society	Semester	Joe Hoff	Christine Wintersteen
Peru	Lima Language & Culture	Semester	Joe Hoff	Christine Wintersteen
Peru	Lima Liberal Arts	Semester	Joe Hoff	Christine Wintersteen

<b>Country</b>	<b>City</b>	<b>Program</b>	<b>ACB Member</b>	<b>CIEE Program Director</b>
Poland	Warsaw	Semester	Brian Harley	Adam Rubin
Russia	St. Petersburg	Summer	Brian Harley	Adam Rubin
Russia	St. Petersburg Russian Area Studies	Semester	Brian Harley	Adam Rubin
Russia	St. Petersburg Russian Language Program	Semester	Brian Harley	Adam Rubin
Senegal	Dakar	Semester	Valerie Eastman	Adam Rubin
South Africa	Cape Town Arts & Sciences	Semester	Valerie Eastman	Adam Rubin
South Africa	Cape Town Service-Learning	Semester	Valerie Eastman	Adam Rubin
South Africa	Stellenbosch	Semester	Valerie Eastman	Adam Rubin
South Africa	Stellenbosch	Summer	Kathy Sideli	Adam Rubin
Spain	Alcalá	Summer	Brian Harley	Catharine Scruggs
Spain	Alcalá	Semester	Neal Sobania	Catharine Scruggs
Spain	Alicante	Summer	Susan Thompson	Catharine Scruggs
Spain	Alicante Language & Culture	Semester	Susan Thompson	Catharine Scruggs
Spain	Alicante Language in Context	Semester	Susan Thompson	Catharine Scruggs
Spain	Alicante Liberal Arts	Semester	Susan Thompson	Catharine Scruggs
Spain	Barcelona	Summer	Susan Thompson	Catharine Scruggs
Spain	Barcelona Advanced Liberal Arts	Semester	Neal Sobania	Catharine Scruggs
Spain	Barcelona Architecture & Design	Semester	Neal Sobania	Catharine Scruggs
Spain	Barcelona Business & Culture	Semester	Joel Gallegos	Catharine Scruggs
Spain	Barcelona Language & Culture	Semester	Joe Hoff	Catharine Scruggs
Spain	Barcelona Liberal Arts	Semester	Joe Hoff	Catharine Scruggs
Spain	Palma de Mallorca	Semester	Susan Thompson	Catharine Scruggs
Spain	Palma de Mallorca	Summer	Joel Gallegos	Catharine Scruggs
Spain	Seville	Summer	Joel Gallegos	Catharine Scruggs
Spain	Seville Advanced Liberal Arts	Semester	Brian Harley	Catharine Scruggs
Spain	Seville Business & Culture	Semester	Joel Gallegos	Catharine Scruggs
Spain	Seville International Business & Culture	Semester	Joel Gallegos	Catharine Scruggs
Spain	Seville Internship	Summer	Joel Gallegos	Catharine Scruggs
Spain	Seville Language & Society	Semester	Neal Sobania	Catharine Scruggs
Spain	Seville Liberal Arts	Semester	Brian Harley	Catharine Scruggs
Spain	Seville Teaching Development	Semester	Neal Sobania	Catharine Scruggs
Taiwan	Taipei	Semester	Nancy Kanach	Dan Olds
Thailand	Khon Kaen	Semester	Joel Gallegos	Dan Olds
Turkey	Ankara	Semester	Brian Harley	Adam Rubin

### **Academic Consortium Board (ACB) Contact Information:**

Paul DeYoung	503-777-7290	paul.deyoung@reed.edu
Joel Gallegos	704-687-7755	jagalleg@email.uncc.edu
Joe Hoff	541-737-3729	joseph.hoff@oregonstate.edu
Nancy Kanach	609-258-5524	nkanach@princeton.edu
Cheryl Matherly	918-631-3229	cheryl-matherly@utulsa.edu
Kathleen McDermott	212-854-1219	km26@columbia.edu
Kathy Sideli	812-855-1139	sideli@indiana.edu
Neal Sobania	253-535-7281	sobania@plu.edu
Susan Thompson	702-895-3896	thompson@cmail.nevada.edu

### **CIEE Program Directors**

Dan Olds	207-553-4048	dolds@ciee.org
Adam Rubin	207-553-4051	arubin@ciee.org
Catharine Scruggs	207-553-4055	cscruggs@ciee.org
Christine Wintersteen	207-553-4054	cwintersteen@ciee.org

## 2008 Critical Components Review Template

Overall Rating: \_\_\_\_\_

### Participant Information (Student Profile)

CRITICAL COMPONENT	RATING	STUDENT EVALUATION QUESTION	ADDITIONAL COMMENTS
<b><u>ACADEMIC</u></b>			
Achieving program goals		21-22	
Integrity and transparency of credits and grades			
Adequate support for direct enrollment		36	
Quality of host institution courses		37	
Quality of CIEE courses		38	
Adequate information and advising for course selection		10	
Sufficient number of language levels			
Language class size			
Effective language teaching methodology			

<b><u>NON-ACADEMIC</u></b>			
Adequate orientation before session		7-10	
Opportunities for internships/volunteerism			
Quality of student integration			
Excursions fulfill educational goals		13-14	
Adequate and appropriate CIEE staff support		15-20	
Adequate attention to health and safety			
Adequate housing and other services		11, 14	
Adequate and Appropriate Facilities			
Appropriate professional referrals available			

**1. Are there ratings or comments in recent student evaluations that suggest that one or more features of the program require attention?**

**2. Are there tasks listed in the most recent ACB evaluation and/or strategic plan (or action plan) that still need to be addressed?**

**3. Add any additional comments.**