

NAFSA SUBCOMMITTEE CHARGE

To: Shen Ko, Vice President for Professional Development and Engagement

From: Lou Berends, Chair, Education Abroad Knowledge Community (EA KC)

Date: November 5, 2018

Re: **Request to renew an EAKC subcommittee: Work, Internships, Volunteering and Research Abroad (WIVRA) Subcommittee**, exp.12.2021

Sponsoring KC/Committee	Education Abroad Knowledge Community
Proposed subcommittee Why is it needed? Is the work ongoing?	<p>The significant growth in education abroad programs for work, internships, volunteering and student research merits national level attention. These high impact practices are seen as essential in U.S. higher education and are increasingly integrated into Education Abroad programming. Special attention is needed for best practices, resources for advisers and administrators, data collection, outcomes assessment, research, and articulating linkages between international educational experiences and international careers.</p> <p><i>*Note: There is potential for the WIVRA subcommittee to find more relevance in a new incarnation as a MIG. The current subcommittee has discussed options for this change at the last two Annual Conferences (LA and Philadelphia). The general consensus is that it is likely time to seek out MIG status. The WIVRA subcommittee plans to confer at the 2019 Annual Conference and seek 100 signatures required for MIG status.</i></p>
Relates to which KC/sponsoring committee outcome/objective?	<p>Relates to NAFSA Strategic Goals 2, 3, and 5</p> <p>Outcomes:</p> <ul style="list-style-type: none"> - Provides support each year for the Education Abroad Knowledge Community and the EA KC National Team to assist with EA KC professional development and knowledge acquisition goals. - Demonstrates an up-to-date understanding of member needs related to this knowledge community based on systematic assessment
Subcommittee outcome accountability What needs to be achieved? Action? Is it congruent with KC's outcomes/deliverables?	<ul style="list-style-type: none"> - Contribute to EA KC Work Plan with suggestions for items related to Diversity and Inclusion. - Complete assigned Work Plan items and updates as required on work. - Provide knowledgeable experts to be "on call" for questions regarding WIVRA. - Participate in Annual Conference activities, which may include Open Meetings, Sessions, CTWs, Poster Fair, etc.. - Develop and provide professional education resources related to WIVRA initiatives to support education abroad administrators and advisers.

NAFSA SUBCOMMITTEE CHARGE

<p>Subcommittee composition: Who selects chair?</p> <p>Number of members?</p> <p>Skills needed?</p>	<p>The subcommittee has Co-Chairs and they are appointed by the EA KC chair for a two-year renewable term, renewable once for an additional two-year term. One co-chair leader is also on the National EA KC Team and the position title is – Student Learning Content Coordinator.</p> <p>NAFSA members interested in contributing to the subcommittee’s goals and tasks must apply during the leadership Open Positions which are during August/September. They will then be appointed by the EA KC Chair and EA KC Chair-elect with input from the Co-Chairs, for a two-year renewable term. The term may be renewable once. Optimum size for the subcommittee is no less than 5 members and no more than 8 members.</p> <p>Co-Chairs as well as Subcommittee members require the ability to synthesize material and communicate it concisely, diplomatically, and effectively to an individual or the field through appropriate means. Members also need to have a solid grasp of the common challenges and potential solutions for financing education abroad.</p>
<p>Time commitment for Members</p>	<p>Three to four hours per month, but may vary according to the tasks by each member and whether there are current issues that must be addressed quickly. Members will need to maintain and update Web pages, forms, toolkits, or other practice resources. Most importantly they will need to complete assigned EA KC Work Plan items each year.</p> <p>At a minimum, the subcommittee Co-Chairs will convene quarterly conference calls, with additional calls as needed, to accomplish work plan items.</p> <p>Members may be asked to attend an annual subcommittee business meeting held in conjunction with NAFSA Annual Conference; to be available via e-mail to consult when issues arise; to volunteer for specific tasks and projects; to assist in the development and presentation of workshops, sessions and posters, and assist in producing resources.</p>
<p>National Resources Needed</p>	<p>Support for subcommittee conference calls, meeting space at the Annual Conference; NAFSA staff support for workspaces, and posting/updating resources on the NAFSA Web site, and other guidance as needed.</p>
<p>Next review date</p>	<p>December 2021</p>
<p>Approved by Board (Date of meeting)</p>	<p>December 7, 2018</p>

*Research is subject to NAFSA’s Standards for Surveys and Polls. Request this document from staff liaisons.