

NAFSA SUBCOMMITTEE CHARGE

To: Bonnie Bissonette, Vice President of Public Policy and Practice (VP PPP)

From: Kathy Steiner-Lang, Chair, International Student and Scholar Regulatory Practice Committee

Date: November 2017

Re: **Request to renew an ISS RP Subcommittee: Regulatory Ombud “RegBud” Subcommittee, exp. 12/2020**

Sponsoring Committee	International Student and Scholar Regulatory Practice Committee (ISS RP)
Proposed subcommittee Why is it needed? Is the work ongoing?	Identify and prioritize international educators’ regulatory practice questions and issues related for strategic liaison activities with the U.S. Citizenship and Immigration Services (USCIS) and USCIS Service Center Operations (SCOPs). Provide input and feedback on regulatory practice issues and changes to staff as requested.
Relates to which ISS RP Committee outcome/objective?	Identify regulatory and practice issues that need action through regulatory liaison by staff or members. Assist the VP PPP in communicating to members on regulatory and practice information issues.
Subcommittee outcome accountability What needs to be achieved? Action? Is it congruent with outcomes/deliverables?	The Chair shall ensure achievement of these deliverables: <ul style="list-style-type: none"> • Solicit input from members regarding USCIS regulatory practice issues via IssueNet. Participate in and monitor exchanges on the Network.NAFSA discussion forums. • Review, analyze, and prioritize information from IssueNet and Network.NAFSA discussion forums, input from subcommittee members, and government-related concerns or issues that become known through other sources to recommend priority actions to the ISS RP Committee and Director of Regulatory Practice Liaison. • Provide information and analysis to staff, as requested and in a timely manner, for comment letters, regulatory or statutory change as these matters affect international scholars. • Through staff-arranged activities, communicate with USCIS on issues that result in clarification or positively-changed federal practice or procedure • Recommend new practice resources related to employment -based categories and/or permanent residency issues to the ISS RP Chair for forwarding to the KC ISSS Chair.
Subcommittee composition: Who selects chair? # of members? Skills needed?	The Subcommittee Chair is appointed by the VP PPP. Subcommittee Members are appointed by the Regional Chairs. <u>Number of members:</u> Service on RegBud subcommittee is concurrent with service as members of Regional Teams (in those regions where members serve on regional teams). The Subcommittee composition will include one chair and up to twenty-two regbuds. There are typically two regbuds

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	<p>serving each region.</p> <p><u>Skills needed:</u> Minimum of 3 years of experience working in the ISSS field with informed regulatory knowledge of immigration and policy issues and possess an awareness of how the issues affect this community. Excellent communication skills to engage with members, assist in resolving issues, promote subcommittee priorities, and facilitate communication with USCIS Service Centers.</p>
<p>Time commitment for Members</p>	<p>Four to six hours per month with additional time commitment at some points throughout the year. Terms are concurrent with service as members of Regional Teams. If a region uses a two or three-year term, that would be honored for those who satisfactorily meet the outcomes in this charge and in the job description.</p> <p>Work will consist of on-going monitoring of trends and issues, in addition to regular and consistent participation through the use of email, conference calls, and the online, private community portal via Network.NAFSA. Chair of the Subcommittee will attend the Washington Leadership Meeting and organize subcommittee meeting at the annual conference, as needed. Subcommittee Members will attend subcommittee meeting at the annual conference.</p>
<p>National Resources</p>	<p>Annual planning meeting held at the Annual Conference, selected travel to Service Center meetings, use of IssueNet’s <i>Get Liaison Help</i> (case management tool), gratis license to the Adviser’s Manual for duration of term, and staff support for conference calls.</p> <p>Additionally, when needed, staff will coordinate agendas for conference calls or meetings with government personnel; edit liaison summary notes drafted by Subcommittee and other clarifications provided by government officials in these calls or meetings; and post information on the web.</p>
<p>Next review date</p>	
<p>Approved by VP PPP Date</p>	