

## NAFSA SUBCOMMITTEE CHARGE

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To: Jeff Riedinger, VP for Scholarship and Institutional Strategy

From: Sora Friedman, TLS KC Chair

Date: September 9, 2019

**Re: Request to Renew the Subcommittee Named:  
Intercultural Communication and Training (ICT) Network Subcommittee**

Sponsoring KC/ Committee	Teaching, Learning, and Scholarship KC
Proposed subcommittee Why is it needed? Is the work ongoing?	<p>The Subcommittee (SC) will create and maintain resources for the Intercultural Communication and Training (ICT) Network in coordination with the TLS KC team and the ICT Network Leader.</p> <p>The work is ongoing as it is planned to have new materials appear regularly while existing resources need to be kept up-to-date.</p>
Relates to which KC/sponsoring committee outcome/objective?	<p><i>Strategic Plan Objectives:</i></p> <ul style="list-style-type: none"> <li>• SP Goal #2.1: Identify and disseminate information about a broad variety of successful campus and accreditation efforts that focus on outcomes assessment of internationalization related to the institution and student learning with a focus on the role of intercultural communication and training.</li> <li>• SP Goal #2.2: Identify and disseminate information best practices for internationalizing curriculum and intercultural communication and training.</li> <li>• SP Goal #2.4 Identify and disseminate information about best practices for internationalizing general education, and resources for faculty, scholars, administrators and staff that strengthen their understanding of global learning.</li> <li>• SP Goal #2.5 Identify and disseminate information about the importance of second or additional language acquisition and intercultural communication and training.</li> <li>• SP Goal #4.5 Identify and disseminate insights on innovative practices in international education with a focus on intercultural communication and training</li> <li>• SP Goal #5.1: Continue to develop and refine core professional learning products, programs, services, and conferences.</li> <li>• SP Goal #5.4.: Increase professional development opportunities that showcase model practices informed by theory.</li> </ul>
Subcommittee outcome accountability  What needs to be achieved? Action? Is it congruent with KC's outcomes/deliverables?	<p>The subcommittee (SC) will assist the ICT Network leader (who is the SC chair) in the following ways:</p> <ul style="list-style-type: none"> <li>• Review existing resources and develop new resources to enhance the offerings of the ICT Network, including providing assistance in drafting text of resource intros and descriptions;</li> <li>• Identify and post timely discussion topics on the ICT Network forum (including announcements of new resources, documents,</li> </ul>

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	<p>events, calls for proposals, etc.), reply to subscribers' postings, and recruit members to participate in online discussions;</p> <ul style="list-style-type: none"> <li>• Promote the ICT Network at NAFSA events and other relevant professional meetings and encourage participation;</li> <li>• Assist with online poster fairs;</li> <li>• Review and make recommendations on updates to/viability of Intercultural Activity Toolkit and Theory + Connections.</li> </ul> <p>The SC will produce an update to the TLS team for the leadership meetings held at WLM (January) and the NAFSA annual conference (May) regarding resources that need updating, creating, or retiring, as well as discussion topics, and other areas where the team could assist in promoting participation in the ICT Network.</p>
<p>Subcommittee composition: Who selects chair? Number of members? Skills needed?</p>	<p>The ICT Network leader will chair the SC. The SC will consist of 3 to 5 members, who should be familiar with intercultural communication and training theory and practice. Members will ideally have at least one year professional experience in the field. Skill in concise writing, as well as an interest in mentoring others and participating in online discussions will be helpful.</p>
<p>Time commitment for Members</p>	<ul style="list-style-type: none"> <li>• Two-year commitment, renewable once.</li> <li>• 5 to 10 hours per month, depending on the volume of activity on the network.</li> <li>• Participation in conference calls (min. 4 per year) and email communication with the TLS KC leadership team and staff.</li> </ul>
<p>National Resources Needed</p>	<ul style="list-style-type: none"> <li>• Staff time for setting up conference calls, facilitating meeting scheduling, and posting resources to the ICT Network.</li> </ul>
<p>Next review date</p>	<p>December 2022</p>
<p>Approved by Board (Date of meeting)</p>	