

To: Ahmad Ezzeddine, Vice President, Scholarship and Institutional Strategy

From: Mariette Thomas, Chair, EAKC

Date: December 2021

RE: Request to renew the Charge to the EAKC Subcommittee on Health & Safety in Education Abroad

Sponsoring KC/ Committee	Education Abroad Knowledge Community (EAKC)
Proposed subcommittee  Why is it needed?  Is the work ongoing?	<p>This request is to renew the charge for the EAKC Subcommittee on Health &amp; Safety in Education Abroad for two years, until December 2023.</p> <p>The upheaval of the recent COVID-19 pandemic was evidence of the ongoing need for updated resources in health, safety, crisis, and risk in education abroad. The subcommittee will provide a cadre of experienced practitioners to produce these resources and contribute to ongoing discussions.</p>
Relates to which KC/sponsoring committee outcome/objective?	<p>In supporting the NAFSA Strategic Plan 2021-2023, this EAKC subcommittee will provide resources to <b>educate</b> EA professionals with tools that help them <b>advocate</b> and <b>innovate</b> protocols and policies for health, safety, risk assessment and crisis response in education abroad.</p> <p>This Subcommittee Charge is in alignment with the following NAFSA Standing Rules: STANDING RULE VII: MEMBER-LEADER STRUCTURES/KNOWLEDGE COMMUNITIES Section A: Knowledge Communities (KCs) 1. Outcome accountability Prioritize work and request and allocate resources in accordance with member needs and the Strategic Plan. KC work may include training programs, information management, Web sites, etc., designed and delivered through task forces, subcommittees, and networking among members.</p> <p>And STANDING RULE IX: MEMBER-LEADER STRUCTURES/GENERAL Section C: Subcommittee Approval</p>

<p>Subcommittee outcome accountability</p> <p>What needs to be achieved? Action? Is it congruent with KC's outcomes/deliverables?</p>	<ul style="list-style-type: none"> <li>• Collaborate with EAKC leadership and contribute to the annual EAKC Work Plan t to create resources health, safety, crisis, and risk.</li> <li>• Contribute to online discussion networks and assist the community with finding existing resources. Act as a resource for colleagues with questions and concerns throughout the year.</li> <li>• Maintain a strong familiarity with NAFSA's resources and offerings on health, safety, risk assessment, and crisis response in education abroad. Assist members in locating these resources.</li> <li>• Encourage and facilitate the inclusion of content on health, safety, risk assessment and crisis response for consideration at annual and regional conferences, as appropriate.</li> <li>• Ensure that NAFSA webpages on health, safety, risk assessment and crisis response are relevant and current</li> </ul>
<p>Subcommittee composition:</p> <p>Who selects chair?</p> <p>Number of members?</p> <p>Skills needed?</p>	<p>The subcommittee will be chaired by a member of the EAKC leadership team. Subcommittee members will be appointed for a two-year renewable term, renewable once for a maximum of four years.</p> <p>Optimum size for the subcommittee is no less than 5 members and no more than 8 members.</p> <p>Prospective subcommittee members must apply during the appointed positions recruitment cycle (August/September). with an application to be reviewed by EAKC leadership. Ideal candidates for the subcommittee will possess 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 regarding health and safety issues.</p>
<p>Time commitment for Members</p>	<p>Subcommittee members should plan to devote 3 to 4 hours per month to this role. At a minimum, the subcommittee will convene quarterly for virtual meetings with additional calls, as needed, to accomplish goals and respond to any immediate needs.</p>
<p>National Resources Needed</p>	<p>Technology to support virtual meetings. NAFSA staff partner support.</p>
<p>Next review date</p>	<p>12/31/2023</p>
<p>Approved by Board (Date of meeting)</p>	<p>12/09/2021</p>