

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

From: Katherine Puntaney, Chair, TLS KC

Date: March 2023

RE: **Charge to renew the TLS KC’s Intercultural Communication and Training Subcommittee, 2023–24**

Sponsoring KC/ Committee	Teaching, Learning, and Scholarship Knowledge Community (TLS KC)
Proposed subcommittee Why is it needed? Is the work ongoing?	<p>This request is to renew the charge for the TLS KC’s Intercultural Communication and Training (ICT) Subcommittee for two years, until December 2024.</p> <p>The ICT Subcommittee creates and maintains resources related to intercultural communication and training in coordination with the TLS KC team. Members of the subcommittee can be at any stage of their career and located around the world.</p> <p>As the field recovers from the upheaval of the pandemic, the work within the subcommittee is ongoing to ensure that new resources, professional development, and engagement opportunities appear regularly and that existing resources remain relevant and up to date.</p>
Relates to which sponsoring committee outcome/objective?	<p>This subcommittee supports the NAFSA Strategic Plan 2021-2023. This TLS KC subcommittee will provide resources to educate international education professionals and provide resources that help them advocate and innovate for successful campus internationalization with best practices for internationalizing curriculum and intercultural communication and training initiatives for students, faculty, scholars, administrators, and staff.</p> <p>The work of the subcommittee embodies NAFSA Values that “...advances international education in institutions of higher education, and promotes international education and the policies that sustain it in the public arena.”</p> <p>This Subcommittee Charge is required 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</p>

	<p>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 outcomes/deliverables ?</p>	<ul style="list-style-type: none"> • Collaborate with TLS KC team and contribute to the TLS KC Work Plan to create resources and engagement opportunities that support the needs of international educators around the globe. • Contribute actively to online discussions on networks and assist the TLS KC team with identifying needs of the TLS community and promoting relevant resources. • Encourage proposals and/or facilitate discussions on intercultural communication and training, professional development, internationalization, advocacy, equity and inclusion, and other pertinent topics at annual and regional conferences.
<p>Subcommittee composition:</p> <p>Who selects chair? # of members?</p> <p>Skills needed?</p>	<p>The TLS KC’s Intercultural Communications and Engagement Coordinator serves as the chair of the subcommittee.</p> <p>The optimum size for the subcommittee is no fewer than 4 members and no more than 6 members, including the chair.</p> <p>Subcommittee members will be appointed for a two-year term, renewable once, for a maximum of four years. Prospective subcommittee members must apply during the leadership cycle for appointed positions (August/September) or be appointed by the TLS KC Chair. Applications will be reviewed by TLS KC leadership.</p> <p>Subcommittee members should be familiar with intercultural communication and training theory and practice, and will ideally have at least one year of professional experience in the field. Effective communication skills are helpful, as well as an interest in mentoring others and participating in online discussions and resource generation.</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 calls with additional meetings, as needed, to accomplish their objectives.</p>
<p>National Resources Needed</p>	<p>Technology to support virtual meetings. NAFSA staff partner support</p>
<p>Next review date</p>	<p>12/31/2024</p>

Approved by Board	03/20/2023
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