

NAFSA SUBCOMMITTEE CHARGE

To: Mary H. Reeves, Vice President, Education and Professional Development
 From: William I. Brustein, Chair, International Education Leadership Knowledge Community
 Date: November 10, 2010
 Re: Request to Renew and Rename Subcommittee: **Resources and Materials Development Subcommittee** to: **Resources and Networking Subcommittee**

Sponsoring KC/Committee	International Education Leadership Knowledge Community (IEL-KC)
Proposed subcommittee Why is it needed? Is the work ongoing?	The Subcommittee will create and maintain resources for the Leading Internationalization Network (LIZN) in coordination with the IEL-KC team and Network Leader, Wolfgang Schlör. The work is ongoing as it is planned to have new materials appear regularly while existing resources need to be kept up-to-date.
Relates to which KC/sponsoring committee outcome/objective?	IEL-KC outcome: #4: Provide strong resource base in its Networks for quick reference on topics that SIOs need and support professional development and conference efforts; outcome #5: Provide strong networking capabilities for IE SIOs.
Results Expected: What needs to be achieved? Action? Is it congruent with KC's outcomes/deliverables?	The Subcommittee will develop a comprehensive set of materials that provide a foundation of sound resources that encourage new and experienced leaders to be creative and innovative. The Subcommittee will help the IEL-KC team: <ul style="list-style-type: none"> • Prepare white papers on the Symposium on Leadership. • Develop resources to enhance the offerings of the LIZN network. • Complete at least two practice resources annually. • Complete at least two executive summaries annually.
Subcommittee composition: Who selects chair? Number of members? Skills needed?	The chair of this Subcommittee is appointed by the IEL-KC Chair. The Subcommittee will consist of 7 - 10 members, who should have expertise in international education leadership along with good writing skills.
Time commitment for Members	20 to 30 hours per semester Each Subcommittee member will be asked to serve 2-year terms.
National Resources Needed	Funding for 2 -3 conference calls each semester and one meeting at annual conference.
Next review date	December 2013
Approved by Board (Date of meeting)	December 3 rd , 2010