



International Advisory Council

The International Advisory Council (henceforth “the IAC”) of the University of Wyoming (henceforth “the University”) is charged with advising the University on all aspects of its strategy of comprehensive internationalization. The IAC operates under the authority of and provides its advice and recommendations to the Associate Vice Provost (AVP) for Global Engagement, who serves as the IAC ex-officio co-chair (the second co-chair being appointed by the Provost). In addition to the primary function of providing advice and recommendations to the University on internationalization strategies and activities, the IAC and its individual members will also advance the University’s international partnerships and programmatic objectives through the facilitation of external contacts and networking and/or the provision of material support as they are able.

The IAC oversees the work of five standing committees (and such ad hoc committees as may from time to time be constituted), each of which is charged with specific areas of review and input. Advice and recommendations made through the work of these committees are brought before the IAC as a whole for consideration, and the IAC then advances its non-binding recommendations to the University through reports made to the AVP for Global Engagement. The IAC shall meet at least once per semester, either in person or online.

RESPONSIBILITIES OF THE IAC:

- Provide critical review of and advice on existing and proposed internationalization strategies, policies and activities and propose recommendations to strengthen and expand the University’s global reach;
- Assist in developing and stewarding partnerships and linkages with appropriate international and domestic entities that can strengthen and enhance the University’s international presence and standing;
- Leverage institutional and external stakeholder support for desired change in advancing strategic internationalization priorities;
- Oversee and advocate for the work of the IAC standing committees and their independent charges; and,
- Assist independent site evaluations and program reviews (at current and prospective partnership or program provider locations) as requested by the AVP for Global Engagement.

MEMBERSHIP:

Members of the IAC shall be appointed by the AVP for Global Engagement, subject to approval by the Provost. Members, selected from both the faculty and staff of the University as well as from external stakeholders of the University, shall serve for a three-year term extending from the date of their first meeting. At the end of each three-year term, IAC members may be invited to continue their service for a subsequent term at the Provost’s request. Although there are no term limits for IAC membership, membership rotation is expected.

Certain officers of the University shall be appointed to serve on the IAC and/or its standing committees for the duration of their tenure in the role that warrants their membership. These appointments are indicated in the subsequent sections on IAC and standing committee composition.

COMPOSITION OF THE IAC:

The IAC shall have two co-chairs – the AVP for Global Engagement and the other appointed by the Provost for a two-year term, which may be renewed at the discretion of the Provost.

The total composition of the IAC shall be no more than 20 members, with at least four of these being external to the University and the remainder selected from among the faculty, staff, and administration. The Provost and AVP for Global Engagement will be permanent members of the IAC by virtue of their positions.

The membership of the IAC shall include:

- Provost
- AVP for Global Engagement
- At least 2 Deans/Directors
- 1 representative from the Division of Student Affairs (appointed by the VP for Student Affairs)
- 1 representative from the Office of Research and Economic Development (appointed by the VP for Research and Economic Development)
- 1 representative from General Counsel
- 1 representative each from the Faculty Senate, Staff Senate, and Associated Students of the University of Wyoming (ASUW) and/or International Students' Association (ISA)
- 4 external members representing alumni, governmental affairs, business community, retired faculty, etc. External members will have a track record of international engagement (e.g., experience working abroad, directing education abroad programming, international research, etc.).

STANDING COMMITTEES OF THE IAC:

Permanent standing committees of the IAC shall include the following (see separate charters for committee composition and charges):

1. Student and Scholar Mobility Committee
2. International Research and Engagement Committee
3. International Health, Safety, and Security Committee
4. Advancement and Outreach Committee
5. Curriculum Internationalization Committee

Standing committees shall meet at least once per semester and shall offer reports through their committee chairs to the IAC in its regular meetings. While the role of the IAC is primarily advisory in nature, the standing committees of the IAC are working committees that may be tasked with certain functional responsibilities in addition to their advisory roles. The roles and responsibilities of each standing committee are listed in their separate charges.

Ad hoc committees may also be designated as needed by decision of the IAC for a duration of not more than two years or until their designated work is completed, unless the IAC presents a new charge for their continued work beyond the two-year limit. As needed, the IAC may at its discretion convene an ad hoc committee comprised of external members (non-UW current employees) to discuss specific topics relevant to the work of the IAC.

SERVICE ON STANDING COMMITTEES:

Committee chairs of the IAC standing committees shall be designated by the IAC co-chairs from among the membership of the IAC, but service on said standing committees is not limited to IAC members. Service on standing committees of the IAC is independent of, but may in some cases overlap with, IAC membership.



International Advisory Council Standing Committees

1. STUDENT AND SCHOLAR MOBILITY COMMITTEE

The *Student and Scholar Mobility Committee* shall review current and suggest new practices, in alignment with University priorities, in the following areas of international student and scholar mobility:

- International student recruitment (degree-seeking and non-degree seeking);
- Immigration, retention, and support services for international students and scholars;
- Language support (IEP, ESL, and outbound language readiness) for international students and outbound education abroad program participants;
- Education abroad program portfolio assessment and development, including curriculum integration initiatives;
- Support for students and scholars in pre- and post-program adjustments, including integration of international mobility experiences into career readiness;
- Regular student evaluation and outcomes assessment of student learning and development; and,
- University policies and protocols beyond the Global Engagement Office (GEO) that impact international student and scholar mobility.

This committee (or via appointment of a subcommittee) will also serve as the review and selection committee for GEO-operated scholarships and related funds in support of educational mobility, convening separately from regular meetings for funding application review and selection processes. (Determination of award criteria and fund management will remain an internal function of GEO.)

Committee Chair: Director of Education Abroad, ISS, or ELC, as appointed by the AVP for Global Engagement.

Membership:

- Associate Vice Provost for Undergraduate Education (or Graduate Education) rotated to ensure all colleges/schools are represented over time)
- Director of Education Abroad
- Director of ISS or ELC
- 3-5 UW faculty members from at least 3 different colleges/schools¹ (vacancies will be
- 1-2 UW administrators or staff members (from outside of GEO)
- 1 ASUW representative
- 1-2 external members

2. INTERNATIONAL RESEARCH AND ENGAGEMENT COMMITTEE

The *International Research and Engagement Committee* shall advise on best practices and strategic opportunities in advancing the University's priorities with respect to international research and engagement in the following areas:

- Faculty research on international subjects or involving international collaboration;

¹ School of Energy Resources, Haub School of Environment and Natural Resources

- Student international and collaborative research opportunities (for both graduate and undergraduate students);
- Engagement with campus, Wyoming, national, and international audiences to increase awareness of UW's international research activities;
- Prestigious international research award opportunities, particularly through Fulbright and similar programs;
- Partnerships and linkages with partners, international and domestic, that advance UW's international research and engagement objectives; and,
- Research and engagement opportunities that advance UW's international standing and global reach.

This committee (or via appointment of a subcommittee) will also serve as the review and selection committee for GEO-operated funding in support of international research, convening separately from regular meetings for funding application review processes. (Determination of award criteria and fund management will remain an internal function of GEO.)

Committee Chair: Director of the Center for Global Studies (CGS).

Membership:

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| ▪ Director of CGS | ▪ 2-4 UW faculty from at least 2 different colleges/schools (vacancies will be rotated to ensure all colleges/schools are represented over time) |
| ▪ Representative from the Office of Community Engagement and Outreach | ▪ 1-2 UW administrators or staff members |
| ▪ Representative from the Office of Research and Economic Development | ▪ 1-2 external members |
| ▪ Representative from either the Wyoming Technology Business Development Center or the Center for Innovation and Entrepreneurship | |

3. INTERNATIONAL HEALTH, SAFETY AND SECURITY COMMITTEE

The *International Health, Safety, and Security Committee* shall advise on best practices and necessary protocols with respect to:

- Health, safety, and security issues for all participants in university-approved or -sponsored international education travel;
- Health, safety, and security issues for international students and scholars in attendance at the University of Wyoming or under its visa sponsorship; and,
- University policy and decision-making concerning travel guidance, preparation, and response to existing or emergent travel advisories and/or warnings.

This committee will serve as the institutional review body for those seeking to waive or appeal University travel restrictions. The committee will also conduct a biennial review of University policies and procedures governing international education travel to ensure updated best practices and regulatory compliance.

Committee Chairs: Co-chairs, to include a member of the UW faculty and a member of the administration

Membership:

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| ▪ Director of Risk Management | ▪ 2-4 UW faculty from at least 2 different colleges/schools (vacancies will be rotated to ensure all colleges/schools are represented over time) |
| ▪ Representative from Education Abroad | ▪ 2-4 UW administrators or staff members |
| ▪ Representative from ISSO | ▪ 1-2 external members |
| ▪ Representative from either Student Health Services, Counseling or Dean of Students | |

4. ADVANCEMENT AND OUTREACH COMMITTEE

The *Advancement and Outreach Committee* shall advise on opportunities for advancing the University's priorities with respect to fundraising and grantsmanship in support of internationalization objectives. Their work shall include the following:

- Leveraging connections and facilitating networking to help the University and GEO attain fundraising goals;
- In partnership with the UW Alumni Association, developing and maintaining international alumni chapters and connections with international or internationally-based UW alumni.
- Advising on grant and/or partnership opportunities; and,
- Outreach to Wyoming communities on UW's internationalization activities.

This committee will also assist GEO in developing and implementing at least one significant fundraising event and two outreach events per academic year.

Committee Chair: Appointed from an external member of the IAC.

Membership:

- AVP for Global Engagement
- Representative from CGS
- Representative from the Alumni Association
- Representative from the UW Foundation
- 3 or more external members, which should include international alumni and/or alumni that have participated in education abroad
- 2-4 UW faculty from at least 2 different colleges/schools (vacancies will be rotated to ensure all colleges/schools are represented over time)
- 1-2 UW administrators or staff members

5. CURRICULUM INTERNATIONALIZATION COMMITTEE

The *Curriculum Internationalization Committee* shall advise on best practices and opportunities to infuse international perspectives into the curriculum of all courses offered at UW. Focus shall be given to:

- Review and provide recommendations on international dimensions of undergraduate core requirements;
- Develop and periodically review global learning outcomes;
- Effectively assess global learning objectives;
- Coordinate periodic external reviews of GEO (i.e., ACE Laboratory, Forum Standards of Good Practice, etc.); and,
- Assist in the development and review of existing and new degree programs to augment internationalization across all majors, as needed.

This committee will conduct a review of the current state of curriculum internationalization and opportunities for further development of at least one college or school per academic year on a rotating basis and will produce a report to the IAC and the respective Dean or Director outlining findings and recommendations. This committee will also assist GEO in the development and implementation of at least one faculty/staff workshop or seminar on curriculum internationalization and global learning per academic year.

Committee Chair: Appointed from a faculty member of the IAC.

Membership:

- Representative(s) from the Office of Academic Affairs
- Representative from Education Abroad
- Representative from the Faculty Senate (rotating as needed)
- 1-2 UW administrators or staff members
- 3-5 UW faculty from at least 3 colleges/schools (preferably those who are current members of college-specific curriculum committees; vacancies will be rotated to ensure all colleges/schools are represented over time)
- 1-2 external members

