INTERNATIONALISATION ADVISORY COMMITTEE

Sub-Committee of the Academic Committee

Last amended 6/2013 14.11.2013 Academic Committee

ESTABLISHMENT

1 The Internationalisation Committee was established as a sub-committee of the Academic Committee in 2002 at its 5/2002 meeting. This Committee was disestablished at the 8/2007 meeting of the Academic Committee, with the establishment of the Internationalisation Advisory Committee.

INTERPRETATION

2 In this constitution, references to academic elements and academic management positions shall be as defined in Academic Structure of the University and Academic Manager Positions.

FUNCTIONS

3 (1) The Internationalisation Advisory Committee will:

   a) provide advice to Executive Group, Academic Committee and its sub-committees on matters concerning the policy and strategy relating to international and transnational matters;

   b) provide advice to Griffith International on plans to achieve the aims and objectives for international activities set out by the University in policy and strategy;

   c) provide advice to the academic elements on international issues relevant to their teaching, learning and research activities.

(2) This will involve, inter alia, advising, commenting, monitoring and reporting on the following matters:

   a) operational plans affecting international matters;

   b) progress towards implementation of the University’s Internationalisation Strategy;

   c) the international dimension of the Academic Plan, policies and activities;

   d) the promotion of appropriate means to ensure that the curriculum at Griffith is suitably international in content, relevance, outlook and perspective;

   e) the international dimension of research policies, plans and activities;

   f) strategies to ensure that the international student experience at Griffith is commensurate with the quality and standard enshrined in the University’s academic plans;

   g) social and cultural support for international students and the development of cross-cultural competencies across the student body;

   h) academic standards for admission and English language standards for admission, progress and where appropriate graduation;
i) staff development and training for all staff on matters affecting the international student experience at the University, including cross-cultural competency.

(3) The Committee will consider any other matters of an international or transnational nature referred to it by Academic Committee, its subcommittees or by the Executive Group.

MEMBERSHIP

4 The members of the Committee shall be –

(a) the Chairperson of the Committee, who shall be the Pro Vice Chancellor (International), *ex officio*;
(b) the Deputy Chair, Academic Committee, *ex officio*;
(c) the Dean, Griffith Graduate Research School, *ex officio*;
(d) the Deputy Vice Chancellor (Research) or nominee;
(e) a Dean or Director from each Academic Group with responsibility for internationalisation;
(f) the Academic Registrar or nominee;
(g) the Director, Student Services or nominee;
(h) the Director, Griffith English Language Institute or nominee;
(i) one undergraduate international student and one postgraduate international student;
(j) The Committee may co-opt, to the Committee membership, any member of the University community or an external expert where particular expertise or insights are required. The Committee may also establish working parties of an *ad hoc* nature and direct inquiries to any element of the University.

PRESENT WITH RIGHTS OF AUDIENCE AND DEBATE

5 The Committee shall have the authority to invite, from time to time, other persons to attend particular meetings, including other Griffith International staff, to advise the Committee, or to participate in debate on particular matters.

TERMS OF OFFICE

6 All members, who are not *ex officio* members of the Committee or student representatives, shall be appointed for a term of office of two years, up to 31 December of the relevant anniversary year. Such appointments shall be renewable, but not normally for more than two successive terms.

Student representatives shall be appointed for a term of office for one year up to 31 December of the relevant anniversary year.

SECRETARY

7 The Pro Vice Chancellor (Administration) shall appoint a Secretary to the Committee who shall have rights of audience and debate.
MEETINGS

8  The Internationalisation Advisory Committee will meet as required and shall report its activities to the Academic Committee.

REVIEW

9  The Internationalisation Advisory Committee will undertake an internal review of the objectives, structure and relationships of the committee and shall report its activities to the Academic Committee. The Internationalisation Advisory Committee will be reviewed on a triennial basis.