

## University Committee on International Affairs (UCIA)

January 24, 2022

Zoom

Minutes

**Attending virtually:** Farida Jalalzai (presiding), David Clubb, Juan Espinoza, Rachel Fitzgerald, Monika Gibson, Khaled Hassouna, Don Hempson, Lara Khansa, Ian Leuschner, Christian Lineberry, Rich Mathieson, Kim McKinnie, Jennifer Nardine, Michel Pleimling, Valerie Ragan, Kimberly Rhodes, Nicole Sanderlin, Sara Steinert Borella, John Talerico, Tom Thompson, Latanya Walker, Janell Watson

Farida Jalalzai presided over the meeting in Theresa Johansson's absence. She welcomed the group and called the meeting to order at 11:03 a.m.

1. **Announcement of Approval of Minutes, November 22, 2021:** Farida announced that the minutes from the November 22, 2021 meeting had been previously distributed electronically, with the call for edits and approval. The minutes were approved electronically.

### 2. **Updates:**

- a. **Alumni Awards for Excellence-International Education, Outreach and Education:** Farida reported on the Alumni Awards for Excellence-International Education, Outreach and Education. Kimberly Rhodes indicated that the awards have received great coverage in the E-Daily News; confirmed that one (1) application has been received thus far; and that applications for other similar awards tend to flood in closer to the deadline. The deadline for packets is **4:00 p.m. January 31, 2022;** details regarding the criteria of each award and previous award winners is at the following website: <https://www.outreach.vt.edu/about/awards-recognition.html>.
- b. **Report on University Data Commons Global Engagement App:** Nicole Sanderlin indicated there were not many updates, but that the app continues to be updated with data. The most recent data is from the Office of Export Control and information on International Visitors. If folks get out on the app and have any questions, please feel free to reach out to Nicole.
- c. **Working Group updates and chair selections:**
  - i. MOU process/database working group-The working group includes: Don Hempson (Chair), Farida Jalalzai, Ian Leuschner, Michel Pleimling and John Talerico. Don H. indicated that the group will be meeting soon. As work on the MOU system, the Provost's Office has suggested that the College Deans be aware of MOUs being added; and that there be some sort of acknowledgement from the Deans of the Colleges. There is the ability to add an additional approval and the initial requestor needs to add when requesting approval.
  - ii. Global Advancement and Alumni Engagement-The working group includes: Don Back, David Clubb, Ian Leuschner, Mallory Miller and Ginny Ritenour. Currently there is no update.
  - iii. Internationalization at Home-Rachel Fitzgerald (Chair), Monica Gibson, Lara Khansa, James McGrath and Janell Watson. The group has met and has discussed some terminology around internationalization at home. Due to organizational structure and websites, there is difficulty realizing efforts that involve internationalization. Some of the touchpoints and timelines including a working definition to the group:

**What Internationalization at Home means to the group:** Internationalization at Home is a (needed) institutional commitment to integrating and infusing Virginia Tech across the Commonwealth and greater Washington, D.C. area with intercultural, international, and global dimensions. Being global at home, creates space for active and ethical global engagement locally, and represents a campus internationalization effort that is decolonial, antiracist, and inclusive. Engagement with our community and curriculum cultivates inclusion and belonging, cultural understanding, intercultural competency, and global awareness that recognizes and values our differences and addresses the role of internationalization in racial, economic, and social justice. The initiative seeks to connect the local with the global in support of Beyond

Boundaries and InclusiveVT; whereby, our research, teaching, and service missions embody global unity, inclusion, diversity, and equity at home and abroad. Internationalization at home is an ongoing process that invites and challenges all to claim their role in our institution's intercultural transformation.

**Approach/goal of the working group:** Our approach to this work is to create a mapping of various audiences' 1) students (graduate, undergraduate and international), 2) faculty/staff, and 3) alumni (international and internationally based/study abroad) interaction and engagement with global/intercultural at VT (domestically) from the first point of awareness to the touchpoints thereafter. Through this mapping structure, we hope to bring forward the existing successes in this area, highlight opportunities, and come together around a collective tagging system to track, lift up, and concentrate these efforts.

**3. Second Reading and Voting-Resolution to Update UCIA Membership (see attached documents):**

Updates were proposed at the November 22, 2021 meeting; additional updates were sent out to members via email on December 10, 2021 for first reading.

**a. Bylaw edits:**

- 1) Removal of the designee Provost and Senior Vice President.
- 2) Update title and unit name change to Executive Director, Center for International Research, Education and Development from previously listed as Director, Office of International Research, Education, and Development.
- 3) Update title change of Executive Director, Steger Center for International Scholarship from previously listed as Director, Steger Center for International Scholarship.
- 4) Addition of Office of Sponsored Programs representative.
- 5) Addition of Center for Excellence in Teaching and Learning representative.
- 6) Update name change to Undergraduate Student Senate Representative from previously listed as Undergraduate Student Representative.
- 7) Update name change to Graduate and Professional Student Senate Representative from previously listed as Graduate Student Representative.
- 8) Addition of Administrative and Professional Faculty Senate Representative added to the membership.

**b. Discussion:** Discussion included a question with regard to the student representatives, with clarification that the changes were in name only to align with the University Governance structure.

**c. Voting:** All presented voted; once the electronic votes are tabulated, the results will be communicated.

**4. Member Announcements/Comments:** Jennifer Nardine announced: 1) departments/schools with study abroad programs are invited to send me information about their strongest/most attended one; 2) the libraries now have popular Spanish language reading materials (housed on Newman 2nd floor) for those ESL speakers who want some entertainment material and for those learning Spanish who'd like to practice those skills with popular books. We'll be expanding that collection to include other languages; 3) for anyone that needs to develop data visualizations and provide permanent data storage, the Library can help.

**5. Adjournment:** There being no further business, a motion was made, seconded and passed to adjourn the meeting. The meeting adjourned at 11:22 a.m.

A reminder that the next meeting will be held on **Monday, February 28, 2022 at 11:00 a.m. (Blacksburg Time).**

Respectfully submitted

Kimberly Rhodes  
Recording Secretary

**Commission on Outreach and International Affairs (COIA)**  
**Resolution to revise University Committee on International Affairs (UCIA) Bylaws**  
**COIA 2021-2022C**

First Reading by UCIA	<u>December 8, 2021</u>
Second Reading by UCIA	<u>January 24, 2022</u>
Approved by UCIA	<u>January 28, 2022</u>
First Reading by COIA	<u>February 17, 2022</u>
Second Reading by COIA	_____
Approved by COIA	_____
Effective Date	_____

**WHEREAS**, the Commission on Outreach and International Affairs (COIA) exists to study, formulate, and recommend to University Council policies and procedures concerning the engagement of the University in service, outreach, and international affairs; and

**WHEREAS**, the University Committee on International Affairs (UCIA) reports to COIA on matters of policy related to international affairs; and

**WHEREAS**, the University Committee on International Affairs (UCIA) aims to include representatives of all units within the university that have responsibility for managing international matters; and

**WHEREAS**, the University Committee on International Affairs (UCIA) recommends the following changes to membership in Article IV. Membership. Section 1. Composition of UCIA Bylaws;

- Removal of the designee Provost and Senior Vice President.
- Update title and unit name change to Executive Director, Center for International Research, Education and Development from previously listed as Director, Office of International Research, Education, and Development.
- Update title change of Executive Director, Steger Center for International Scholarship from previously listed as Director, Steger Center for International Scholarship.
- Addition of Office of Sponsored Programs representative.
- Addition of Center for Excellence in Teaching and Learning representative.
- Update name change to Undergraduate Student Senate Representative from previously listed as Undergraduate Student Representative.
- Update name change to Graduate and Professional Student Senate Representative from previously listed as Graduate Student Representative.
- Addition of Administrative and Professional Faculty Senate Representative added to the membership.

**NOW, THEREFORE, BE IT RESOLVED**, that the Commission on Outreach and International Affairs (COIA) recommends approval of the above resolution to amend the Bylaws for the University Committee on International Affairs (UCIA).

## University Committee on International Affairs Bylaws

Originally Published: January 31, 2004

Proposed Update: December 8, 2021

Updates: 11/21/19, 12/01/16

### **Preamble**

Virginia Tech is committed to fostering a community that welcomes all people and their ideas in pursuit of world-class education, research, and engagement.

BELIEVING that Virginia Tech is an internationally recognized university because of education, research, and engagement with other universities, its international presence in the scientific community, and linkages with government and international agencies in the pursuit of learned society activities, and

BELIEVING that vibrant faculty and administrative leadership will continually advance the interests of Virginia Tech to pursue global issues for which the university can make a significant difference in the lives of its students, alumni, and key stakeholders worldwide,

Virginia Tech's Vice President for Outreach and International Affairs does hereby enact bylaws for the University Committee on International Affairs (UCIA) with the approval of the Commission on Outreach and International Affairs (COIA).

### **Article I. Name**

The name of the university operational committee is the University Committee on International Affairs (UCIA).

### **Article II. Purpose**

The UCIA acts in support of the Virginia Tech International Mission and the University Strategic Plan:

The international mission of Virginia Tech is to reflect through all activities of its tripartite mission (education, research, engagement) an appreciation of the significance of other cultures and languages and of global change and to address the environmental, political, economic, social, and technological challenges that confront communities across the globe.

UCIA is the direct voice of its constituencies to COIA. It recommends policy to COIA and to the University Administration.

## Article III. Functions

The functions of UCIA are to:

1. Assist the Vice President for Outreach and International Affairs in formulating and implementing university policy relevant to all international matters, including aspects of education, research, and engagement.
2. Recognize achievement in all areas of international education, research, and engagement.
3. Sponsor and/or support affairs and activities that promote or recognize international scholarship.
4. Serve as a catalyst for international academic programming.
5. Form special/ad hoc committees to research relevant/timely subjects.
6. Develop recommendations for policy/procedure changes to advise the Vice President for Outreach and International Affairs and COIA.
7. Increase university-wide coordination of international activities and initiatives by sharing information and resources across colleges, international centers, and agencies.
8. Advance goals and objectives of the university's Strategic Plan.

UCIA will be instrumental in accomplishing these goals:

1. Further the university's reputation and international prominence across academic disciplines.
2. Engage the entire university community in the university's leading strengths through interdisciplinary cross-cutting initiatives. Programs with the greatest potential for excellence will be targeted and given the resources to seek national and international recognition.
3. Develop an appreciation of other cultures by expanding the university's global focus; increasing international study and research opportunities; expanding international government, university, and corporate partnerships; and fostering an internationalization of the curriculum.

## Article IV. Membership

### Section 1. Composition

- University Administration Representatives
  - ~~Provost and Senior Vice President~~
  - Vice President for Outreach and International Affairs
  - Associate Vice President for International Affairs
  - Chairperson of the UCIA
  - Associate Provost for Resource Management and Planning
- College Representatives (Associate Dean or Director of International Programs or their designees)
  - College of Agriculture and Life Sciences
  - College of Architecture and Urban Studies

- Pamplin College of Business
- College of Engineering
- College of Liberal Arts and Human Sciences
- College of Natural Resources and Environment
- College of Science
- Virginia-Maryland College of Veterinary Medicine
- Directors of International Units (or their designees)
  - Director, Cranwell International Center
  - Director, Office of Export and Secure Research Compliance
  - Chair, Department of Foreign Languages and Literatures
  - Director, Global Education Office
  - Executive Director, Center for International Research, Education and Development
  - Director, International Support Services
  - Director, Language and Culture Institute
  - Executive Director, Steger Center for International Scholarship
- Representatives of Other University Offices
  - Alumni Relations
  - Athletics
  - Development and University Relations
  - Graduate School
  - Student Affairs
  - University Libraries
  - University Office of Undergraduate Admissions
  - Office of the University Registrar
  - University Scholarships and Financial Aid
  - Virginia Tech Corps of Cadets
  - Virginia Tech Carilion School of Medicine *(added 11/21/19)*
  - Office of Sponsored Programs *(added 11/22/21)*
  - Center for Excellence in Teaching and Learning *(added 11/22/21)*
- Faculty Senate Representative
- Staff Senate Representative
- Undergraduate Student Senate Representative
- Graduate and Professional Student Senate Representative
- Administrative and Professional Faculty Senate Representative *(added 11/22/21)*

## Section 2. Voting Privileges

All members of UCIA shall have voting privileges.

## Section 3. Alternates, Substitutes, and Visitors

UCIA may permit elected alternates with voting privileges and substitute members with voting privileges, where such privileges are not limited by the constitution and bylaws of the participating assembly, association, senate, or group. Visitors may attend the meetings of the UCIA.

## **Article V. Officers**

### **Section 1. Officers**

The officers of the UCIA are Chairperson, Vice Chairperson, and Secretary.

### **Section 2. Chairperson**

The immediate past Vice Chair is historically elected as the Chairperson by the UCIA membership. The Chairperson, working with the Vice President for Outreach and International Affairs and the Associate Vice President for International Affairs, develops the agenda and presides over UCIA meetings. The Chairperson facilitates the follow-up on UCIA actions and strategies and reports the consensus view of the body to the Vice President of Outreach and International Affairs and to the COIA. The term of the Chairperson is one year.

### **Section 3. Vice Chairperson**

The Vice Chairperson is elected by the UCIA membership. The Vice Chairperson assists the Chairperson with all responsibilities and fills in when the Chairperson is absent. The term of the Vice Chairperson is one year.

### **Section 4. Secretary**

The Secretary is appointed by the Vice President for Outreach and International Affairs from among staff members who report to him/her. The term of the Secretary is at the discretion of the Vice President for Outreach and International Affairs.

### **Section 5. Representative to the Commission on Outreach and International Affairs**

UCIA shall be represented at the COIA by its Chairperson or by another member appointed by its Chairperson.

## **Article VI. Committees**

UCIA may request and appoint special committees, boards, and ad hoc committees as needed.

## **Article VII. Meetings and Procedures**

### **Section 1. Parliamentary Procedures**

The latest edition of Robert's Rules of Order, subject to special rules as may be adopted by UCIA, shall govern the procedures of UCIA, and other committees and boards appointed by UCIA.

## **Section 2. University Committee on International Affairs Procedures**

1. UCIA shall meet regularly during the academic year and at other times as called by the Chairperson. Canceled meetings shall be noted in the minutes of the subsequent meetings.
2. The Secretary shall prepare and distribute the agenda to members of UCIA at each meeting. Items to be placed on the agenda must be submitted to the Secretary or the Chairperson prior to the meeting date. The Secretary will record the minutes (including attendance) of each UCIA meeting. The minutes will be distributed to UCIA members and posted on UCIA's website.
3. Any UCIA member may place an item on the agenda by notifying the Secretary or the Chairperson before the meeting.
4. UCIA may submit its recommendations to the Vice President for Outreach and International Affairs or, when appropriate, to COIA.

## **Article VIII. Amendments**

### **Section 1. Notice of Proposal**

Notice of proposal to amend these bylaws shall be given in the UCIA agenda and considered at no fewer than two UCIA meetings prior to voting. Proposed amendments shall be distributed with the agenda.

### **Section 2. Ratification and Approval**

Amendments to the bylaws will be considered ratified by UCIA following an affirmative vote of a majority of UCIA members. Following ratification by UCIA, amendments to the bylaws must be approved by COIA before becoming effective.

URL: <http://www.outreach.vt.edu>  
Virginia Tech