



## **EXECUTIVE SUB-COMMITTEE**

### **GLOBAL ENGAGEMENT STRATEGY COMMITTEE**

#### **Working Groups:**

International Recruitment Working Group  
Global Partnerships Working Group  
Internationalisation at Home Working Group

## **TERMS OF REFERENCE**

Approved by Executive  
Committee 16/05/23

## **Global Engagement Strategy Committee**

### **1. Terms of Reference**

- 1.1 The Global Engagement Strategy Committee will oversee the development and implementation of the UL Global Engagement Strategy that will support the University's strategic objectives for research, learning and teaching, and the Sustainable Development Goals (SDGs).

### **2. Remit**

- 2.1 The remit of the Global Engagement Strategy Committee is to oversee the development and implementation of the UL Global Engagement Strategy, which will set out objectives, key performance indicators (KPIs), targets and actions for:
- international student and staff exchange (both Erasmus+ and extra-EU non-fee based exchange)
  - Erasmus+ joint teaching and research projects
  - extra-EU and intra-EU inbound study abroad
  - international student recruitment and conversion
  - international student support, integration and retention
  - international bilateral and multilateral (consortium-based) partnerships
  - transnational education – joint and double degrees, partner-supported distance learning
  - promotion of University's international profile and ranking
  - management of the environmental impact of internationalisation

### **3. Governance**

- 3.1 The Committee will act with authority, as delegated by Executive Committee, in order to take strategic and high level policy decisions in the area of global engagement and internationalisation.
- 3.2 In taking forward its remit, the Working Group will proactively promote equality, diversity and inclusion. It will seek consistency and common approaches, where these are in the best interests of students and staff.
- 3.3 The Committee will liaise closely with other Committees of the Executive Committee and other University Committees as appropriate.
- 3.4 The Committee shall liaise with relevant Governing Authority Committees and with specific University managers and offices in respect of issues or instances pertaining to matters of global engagement and internationalisation.
- 3.5 The Committee shall identify and agree the ways in which it will interact and exchange information with relevant academic units and professional support services in matters relating to quality systems and quality management.

## 4. Operations

- 4.1 The Committee will meet four times per annum in hybrid mode.
- 4.2 A quorum for a meeting of the Committee shall be one third of the total number of members, rounded up to the nearest whole number, No meeting will proceed in the absence of a quorum.
- 4.3 At the start of each meeting, the Secretary to the Committee will ask members to declare any conflict of interest, perceived or otherwise, in relation to any matters on the agenda. Where such a conflict is declared, the member will absent themselves from the meeting during consideration of the agenda item. These matters will be recorded in the minutes.
- 4.4 Working Groups will take forward the detailed development, implementation and consultation on the strategic issues which make up the majority of the Committee's work.
- 4.4 The Committee will provide its minutes to the Executive Committee as soon as possible for noting, discussion and/or approval as necessary.
- 4.5 The Committee will liaise closely with other Executive Committees and other University Committees as appropriate.
- 4.6 Questions arising at any Committee meeting shall be decided by a majority of the votes of the members present. Where there is an equality of votes, the Chair shall have an extra casting vote. Where decisions are unanimous, they shall be recorded as such in the minutes. Dissensions and negative votes shall be summarised in the minutes in terms acceptable to the dissenting person(s) or negative voter(s).
- 4.7 The Global Engagement Strategy Committee will agree an annual work plan at the first meeting of each academic year.
- 4.8 The Committee will review its terms of reference on an annual basis and recommend any proposed changes to the Executive Committee for consideration.
- 4.9 The Committee will undertake a self-evaluation process at least every three years and report on the outcome of this assessment to the Executive Committee.

## 5. Composition and Membership

<b>Position</b>	<b>Method of Appointment</b>
Vice President Global & Community Engagement (Chair)	Ex officio
Director Research Support Services	Ex officio
Assistant Dean International AHSS	Ex officio
Assistant Dean International EHS	Ex officio
Assistant Dean International KBS	Ex officio
Assistant Dean International S+E	Ex officio
Associate Vice President Doctoral College	Ex officio
Associate Vice President Graduate and Professional Studies	Ex officio
Associate Vice President Academic Services & Deputy Registrar	Ex officio
Director, UL Global	Ex officio
Director, Corporate Education and Careers Division	Ex officio
Director, Marketing and Communications	Ex officio
Student Life (ULSL) President	Ex officio
PSU President	Ex officio
Up to four members	Co-opted

## 6. Responsibilities and Expectations of Committee Members

6.1 All members of the Committee:

- are expected to be collegial and constructive in approach and act in the best interest of the University.
- should attend regularly and participate fully in the work of the Committee.

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Committee 16/05/23

## **International Recruitment Working Group**

### **1. Terms of Reference**

- 1.1 The International Recruitment Working Group will lead on the recruitment of international students.

### **2. Remit**

- 2.1. The remit of the Working Group is to:
- identify, plan and implement measures to deliver on international recruitment targets
  - monitor delivery on international recruitment and inform target setting
  - analyse data on international market and admissions trends
  - Inform the development of marketing collateral

### **3. Governance**

- 3.1 Authorised by the Global Engagement Strategy Committee, the Working Group will take operational decisions to deliver on the international recruitment targets
- 3.2 In taking forward its remit, the Working Group will proactively promote equality, diversity and inclusion. It will seek consistency and common approaches, where these are in the best interests of students and staff.
- 3.3 The Working Group will formally report to the Global Engagement Strategy Committee, and will provide a regular summary report of applications, offers, acceptances and enrolments to the Strategic Student Recruitment Committee.

### **4. Operations**

- 4.1 The Working Group will meet six times per annum and, when necessary, it can consider and approve time-critical proposals by email.
- 4.2 The Working Group will take forward as relevant the detailed examination of, and consultation on the operational issues pertaining to international recruitment taking into account the regulatory and legislative requirements that apply.

## 5. Composition and Membership

<b>Position</b>	<b>Method of Appointment</b>
Vice President Global & Community Engagement (Chair)	Ex officio
Director, UL Global	Ex officio
Assistant Dean International AHSS	Ex officio
Assistant Dean International EHS	Ex officio
Assistant Dean International KBS	Ex officio
Assistant Dean International S+E	Ex officio
Associate Vice President Doctoral College or nominee	Ex officio
Associate Vice President Graduate and Professional Studies or nominee	Ex officio
Associate Vice President Academic Services & Deputy Registrar or nominee	Ex officio
Director, Marketing and Communications or nominee	Ex officio
Manager, Study Abroad Programme	Ex officio
Manager, International Recruitment	Ex officio
Director, China Engagement	Ex officio
EU Recruitment Officer	Ex officio

## 6. Responsibilities and Expectations of Working Groupe Members

### 6.1 All members of the Working Group:

- are expected to be collegial and constructive in approach and act in the best interest of the University.
- should attend regularly and participate fully in the work of the Working Group.

Approved by Executive  
Committee 16/05/23

## **Global Partnerships Working Group**

### **1. Terms of Reference**

- 1.1 The Global Partnerships Working Group will lead on the development and monitoring of global partnerships.

### **2. Remit**

- 2.1 The remit of the Working Group is to identify and oversee the assessment, development and performance monitoring of global partnerships, to include:
- Transfer and progression agreements for students joining UL programmes from international partners
  - partner-supported distance learning
  - joint and double degrees
  - international credit mobility (including partnerships supported by Erasmus+)
  - joint Erasmus+ projects under KA1-3
  - joint summer schools and other short-cycle student and staff mobility
  - bilateral and multilateral institutional partnerships
- 2.2 Where the partnership involves an award with academic credits delivered by two or more institutions, such arrangements will be recommended for approval by the Standing Panel on Collaborative Provision as per the flowchart (Appendix A).

### **3. Governance**

- 3.1 Authorised by the Global Engagement Strategy Committee, the Working Group will take operational decisions to deliver on the identification, assessment, development and performance monitoring of global partnerships.
- 3.2 In taking forward its remit, the Working Group will proactively promote equality, diversity and inclusion. It will seek consistency and common approaches, where these are in the best interests of students and staff.
- 3.3 The Working Group will formally report to the Global Engagement Strategy Committee.

### **4. Operations**

- 4.1 The Working Group will meet six times per annum.
- 4.2 The Working Group will take forward as relevant the detailed examination of, and consultation on the identification, assessment, development and performance monitoring of global partnerships taking into account the regulatory and legislative requirements that apply.

## 5. Composition and Membership

<b>Position</b>	<b>Method of Appointment</b>
Manager, International Partnerships (Chair)	Ex officio
Vice President Global & Community Engagement	Ex officio
Director, UL Global	Ex officio
Research Strategy and Policy Manager	Ex officio
Assistant Dean International AHSS	Ex officio
Assistant Dean International EHS	Ex officio
Assistant Dean International KBS	Ex officio
Assistant Dean International S+E	Ex officio
Associate Vice President GPS	Ex officio
Manager, Erasmus+ Projects Unit	Ex officio
Erasmus+ Coordinator	Ex officio
Director, China Engagement	Ex officio
International Partnerships Officer	Ex officio

## 6. Responsibilities and Expectations of Working Groupe Members

### 6.1 All members of the Working Group:

- are expected to be collegial and constructive in approach and act in the best interest of the University.
- should attend regularly and participate fully in the work of the Working Group.

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Committee 16/05/23



## **Working Group Internationalisation at Home**

### **1. Terms of Reference**

- 1.1 The Working Group on Internationalisation at Home will lead on the design and delivery of measures that provide international perspectives and experiences for students and staff on the UL campuses.

### **2. Remit**

- 2.1 The remit of the Working Group is to:
- ensure the embedding of international perspectives in the curriculum across all levels and programmes
  - identify and lead on the actions to increase outward mobility including the development of shorter periods of outward mobility
  - oversee the provision of intercultural training for staff and students
  - ensure the integration of international students and staff in the UL community
  - support the development and implementation of a foreign language strategy
  - support the development and implementation of a mainstreamed student support approach and respective services

### **3. Governance**

- 3.1 Authorised by the Global Engagement Strategy Committee, the Working group will take operational decisions to deliver the objectives and targets for internationalisation at home
- 3.2 In taking forward its remit, the Working Group will proactively promote equality, diversity and inclusion. It will seek consistency and common approaches, where these are in the best interests of students and staff.
- 3.3 The Working Group will formally report to the Global Engagement Strategy Committee, and will liaise closely with the University Learning, Teaching and Assessment Committee and the Faculty Learning, Teaching and Assessment Committee

### **4. Operations**

- 4.1 The Working Group will meet six times per annum.
- 4.2 The Working Group will take forward as relevant the detailed examination of, and consultation on the operational issues pertaining to internationalisation at home taking into account the regulatory and legislative requirements that apply.

## 5. Composition and Membership

<b>Position</b>	<b>Method of Appointment</b>
Director, UL Global (Chair)	Ex officio
Vice President Global & Community Engagement	Ex officio
Head, Centre for Transformative Learning	Ex officio
Assistant Dean International AHSS	Ex officio
Assistant Dean International EHS	Ex officio
Assistant Dean International KBS	Ex officio
Assistant Dean International S+E	Ex officio
Assistant Dean Academic AHSS	Ex officio
Assistant Dean Academic EHS	Ex officio
Assistant Dean Academic KBS	Ex officio
Assistant Dean Academic S+E	Ex officio
Head of Department of Modern Languages and Applied Linguistics	Ex officio

## 6. Responsibilities and Expectations of Working Groupe Members

- 6.1 All members of the Working Group:
- are expected to be collegial and constructive in approach and act in the best interest of the University.
  - should attend regularly and participate fully in the work of the Working Group.

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# Appendix A

## Development and Recording of Recruitment Partnerships

