

# Ordinance **Appendix B: Terms of Reference of Council Standing Committees and Subcommittees**

## **College International Committee, Committee of Academic Board**

### **Terms of Reference**

#### **1. Authority**

- 1.1 The College International Committee will:
  - Ensure that internationalisation activities are embedded within King's structure
  - Provide the necessary academic governance and oversight of international activities, including all international partnership agreements
  - Enable wide ranging academic input into the strategy as it evolves and is implemented
  - Be a key communications channel for the dissemination of information and getting feedback about our international affairs
- 1.2 The International Committee will monitor and approve exchange agreements and in principle agreements for new programmes with partner institutions, advise the VP International on international strategy by acting as a sounding board, checking feasibility, feeding-in ideas and sharing experience, and be informed about international strategy and take it into account in planning Faculties' strategies.

#### **2. Duties**

- 2.1 To advise the Vice-Principal (International) on the academic and operational implications of the international strategy; to support an integrated approach to the delivery of the international strategy;
- 2.2 To monitor and approve international institutional Memoranda of Understanding, including exchange agreements and agreements in principle only for new programmes with partner institutions. This does not include Memoranda of Agreement that include details of collaborative provision leading to an award of the College. These are monitored and approved by the Programme Development and Approval Committee (PDAC).
- 2.3 To inform the Vice-Principal (International) of academic developments of relevance to the international strategy;
- 2.4 To discuss international developments which may have relevance to King's;
- 2.5 To share intelligence on international matters and opportunities;
- 2.6 To ensure that planning in Faculties, Institutes and Schools is informed by the international strategy;
- 2.7 To assist in building consensus across the College around the international strategy;
- 2.8 To distribute any funds which may from time to time fall within the purview of the Committee;
- 2.9 To set targets for the international strategy and to monitor their delivery;

2.10 In support of these duties, the Committee will:

2.10.1 form subcommittees, working groups and task and finish groups as needed

2.10.2 review the relevance and value of its work and the terms of reference on an annual basis

2.10.3 review its terms of reference on an annual basis.

### **3. Composition**

3.1 The College International Committee shall be appointed by Academic Board and shall comprise:

3.1.1 Vice President & Vice-Principal (International) (in the chair)

3.1.2 Vice President & Vice-Principal (Education)

3.1.3 Vice-Deans (International) or equivalent from each faculty.

3.1.4 Director, School of Global Affairs

3.1.5 Director, King's India Institute

3.1.6 Director, King's Brazil Institute

3.1.7 Director, Lau China Institute & Chair, Community of Practice (Greater China)

3.1.8 Director, King's Russia Institute

3.1.9 Director of the Menzies Centre for Australian Studies

3.1.10 Chair, Community of Practice (East and South East Asia)

3.1.11 Chair, Community of Practice (Africa)

3.1.12 Chair, Community of Practice (North America)

3.1.13 Chair, Community of Practice (Europe)

3.1.14 Chair, Community of Practice (Latin America)

3.1.15 Chair, Community of Practice (India),

3.1.16 Deputy Vice President (Global Business Development)

3.1.17 Director, Global Engagement

3.1.18 Director of Internal and UK External Relations

3.1.19 Associate Director of Supporter Development

3.1.20 Assistant Principal (Global Health),

3.1.21 Executive Director, Culture

3.1.22 Director of the English Language Centre

3.1.23 Director of Research Talent

3.1.24 Director, Modern Language Centre

3.1.25 Director of Students & Education

3.1.26 Associate Director (Global Mobility)

3.1.27 KCLSU Vice-President, Activities & Development

3.1.28 KCLSU Vice-President, Welfare & Community

3.2 The following shall have the right to attend meetings of the Committee, but are not members of the Committee:

3.2.1 Director of Brand & Marketing

3.2.2 Head of International Marketing

3.2.3 Senior Lecturer, Florence Nightingale Faculty of Nursing, Midwifery & Palliative Care

3.2.4 Other officers of the College may also be permitted by the Chair to attend the College International Committee either permanently or for particular meetings.

3.3 The College Secretary or his/her designate shall act as Secretary to the College International Committee.

**4. Frequency of Meetings**

The College International Committee will meet at least three times in each year and more often if required;

**5. Reporting Procedures**

5.1 The College International Committee will report to the Academic Board at least annually.

5.2 Report to the Academic Board and Senior Executive Team at least annually.