



MEMORANDUM

TO: Robert Marley
Dean, College of Engineering

FROM: Martha A. Potvin *Martha Potvin*
Provost and Vice President for Academic Affairs

DATE: December 23, 2011

RE: Charge to the MSU Internationalization Laboratory Committee

Thank you very much for agreeing to serve as the Chair of the MSU International Programs Committee (IPC).

As you know, MSU has recently joined the American Council on Education's Internationalization Laboratory (IL) initiative, an ACE-facilitated project to develop a strategic plan for developing MSU's international dimensions. The Committee has a special role to play in guiding and conducting MSU's participation in the IL. I am writing to clarify the charge to the Committee with regards to the IL.

The IL involves several key elements which, taken together, provide a strong foundation for enhancing MSU's internationalization. They include:

- 1) Conducting a comprehensive survey of MSU's current international activities and capabilities. This survey entails gathering data not only on international student enrollments and trends and participation of MSU students in various types of education abroad programs, but also on the international experience and expertise of the faculty, the extent to which the MSU curriculum includes international content, and MSU's involvement in international research initiatives. It should also include a comprehensive survey of MSU's international partnerships – including recruiting contracts - and a detailed analysis of budget, including a cost-benefit analysis of the activities and supporting capabilities. Other topics may also emerge that need to be included in this survey. The survey, which lays the foundation for the IL initiative by laying down benchmarks in all dimensions of MSU international activity, needs to be completed this academic year. The Committee needs to play a pivotal role in defining the scope of the survey, identifying data that is already available and that which needs to be collected.
- 2) Developing a set of international learning outcomes MSU strives to impart to our students. These learning outcomes need to be carefully defined so as to be ambitious but attainable, meaningful and measurable, and able to

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win the support of a broad spectrum of the MSU faculty. The Committee needs to play an active role in developing these learning outcomes. This critical component also needs to be in place by the end of this academic year.

- 3) Preparing an Internationalization Plan for MSU. This document will map out plans for the further development of international education and programs at MSU. The plan should take us from where we are, based on the benchmarks established through the survey, to the attainment of the learning outcomes defined in step two above. It should, of course, be developed to align with the MSU Strategic Plan, currently under development, and the Core Themes developed to guide our reaccreditation efforts. It is very important that this plan reflect a broad consensus of the Committee, the faculty, and the campus community. Hopefully the plan will be completed during the fall semester of 2012.
- 4) Hosting a site visit by a team of external internationalization experts. The external visit, which will probably take place in the spring semester next year, will be designed to allow the team to review our survey data, our new learning outcomes, and evaluate our plan's strengths and weaknesses. The Committee needs to be closely involved in hosting this visit and providing input to the review team.

The ACE IL initiative is designed to be completed in a period of eighteen months; completion of the above activities by the end of December 2012 is anticipated. In order to achieve these goals, it will be essential for the Committee to be broadly representative of the Bozeman campus. For this reason, it will be important for the Committee to expand to include representation from all key campus stakeholders, and to review committee membership with the Office of the Provost. After completion of the IL, we can review the configuration of the Committee on an ongoing basis.

Thank you for your valuable leadership in this important effort.

cc:
President Cruzado
David Singel