**The University of Manchester**

**Faculty of Humanities – Internationalisation Strategy Group**

# Minutes of the meeting held on Wednesday 30 September 2015

**Present:** Ian Scott (chair), Colin Bailey, Judith Zolkiewski (for Fiona Smyth), Nicola Glover-Thomas, Tom Gibbons, Elaine Ferneley, Dil Sidhu, Nuno Pinto, Ana Carden-Coyne, Rachel, Beckett, Jennifer O’Brien, Tanya Luff, Jo Kaiserman, Liz Fay, Anusarin Lowe (secretary)

**Apologies**: Fiona Smyth, Judith Aldridge, Yoram Gorlizki, Russell Ashworth

|  | **Agenda Item** | **Reported/Noted** | **Actions** |
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| 1 | Welcome and apologies  | * Ian introduced himself as the new Assistant Associate Dean for Internationalisation and chair of the Internationalisation Strategy Group, taking over from David Law
* Ian welcomed Rachel Beckett from the John Rylands Library to the Group
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| 2 | Minutes from the last meeting | * Approved and will be made available on [HumNet](http://www.humanities.manchester.ac.uk/humnet/committees/internationalisation-strategy-group/)
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| 3 | Terms of reference, membership and Faculty Internationalisation Strategy  | * It was confirmed that the Faculty Internationalisation Strategy document is now official
* It was discussed whether social responsibility and business engagement functions should be represented in the group
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| 4 | Chair’s report | * An International Project Officer (IPO)will be recruited to facilitate key developments to fulfil the Faculty internationalisation objectives and manage projects coming out of ISG
* Information about internationalisation will be produced and activities publicised through a faculty shared space. Further consideration will be given to this following the appointment of the Project Officer
* It was noted that a major challenge is to capture and record existing activity that contributes to the ISG’s objectives
* A pro forma will be sent to function areas and research centres to capture information about internationalisation activities. ISG will see a draft of this at the next meeting and advise on how this might be circulated across the faculty.
* Ian reported that the University was in process of appointing a VP for Internationalisation. The group would be kept informed of developments.
 | JK to develop draft pro forma  |
| 5 | University internationalisation developments |  |  |
| 5.1 | University internationalisation strategy | * Prof Colin Bailey, the University Deputy President and Deputy Vice Chancellor attended to give a brief overview of the University’s Internationalisation strategy document and to answer questions that Humanities colleagues may have
* Colin explained that the intention of the strategy is to embed internationalisation in every activity in the University. Its aim is to ensure that International activity continues to have momentum which is created both top down and bottom up. Colleagues were consulted in the process of developing the strategy which was later approved by the Senate but further discussion to help shape the strategy is welcome. The strategy emphasises the importance of the University’s international reputation and that success is underpinned by colleagues’ buy-in to its vision.
* Queries were raised about communication between staff/directorates at different levels of involvement with internationalisation, how to operationalise the strategy, if there should be incentives for staff engaging in internationalisation, how to build on existing international partnerships, how to improve staff’s cultural understanding when working an international environment, MBSW’s status as a for-profit company in relation to the strategy, diversity and balance of international students’ nationality and resources to support activities
* The group suggested that it would be useful for the Centre to be more proactive in advising faculties on who we might consider partnering with. Whilst the difficulties around this were acknowledged, some guidance would be useful – even if this was simply criteria that individuals could refer to when considering embarking on collaboration with a particular institution.
 | TL to consider how her office might be able to support the Group further on this.  |
| 6 | Faculty internationalisation developments | No report received |  |
| 7 | Any other business |  |  |
| 7.1 | Stakeholders attendance at future ISG meetings | Members were asked to consider if the group should invite other guests to attend to focus on specialist subject areas. This might be internal or external colleagues Suggestions include MIDAS, UKTI, NGI, chambers of commerce, British Council, Manchester City Council, chairs of institutional level country groups and representatives from the other three faculties.  | IS to consider this further |
| 8 | Dates of next meetings  | * 20 January 2016, 12-2pm, Ken Kitchen Committee Room
* 20 April 2016, 12-2pm, Ken Kitchen Committee Room
* 15 June 2016, 12-2pm, Ken Kitchen Committee Room
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