OPERATING RULES FOR THE APLU
COMMISSION ON INTERNATIONAL INITIATIVES

ARTICLE I. PURPOSE

The Commission on International Initiatives (CII) is an APLU member body facilitated by APLU’s Office of International Programs. The Commission convenes the senior leadership at APLU member institutions responsible for the comprehensive internationalization of their institution. Comprehensive internationalization is defined as the planned, strategic integration of international, intercultural, and global dimensions into the ethos and outcomes of higher education.

The Commission provides a forum to strengthen the work of these leaders by creating opportunities to discuss shared challenges and emerging trends and share best practices and campus innovations. Individually and collectively the members of the CII work to foster the development of globally competent students, internationally engaged faculty, and contribute to building institutions capable of addressing global challenges. In close coordination and collaboration with APLU’s Council on Government Affairs (CGA), CII members co-develop and co-lead the advocacy agenda on Capitol Hill on international issues of interest to public and land-grant universities.

The Commission serves as an advisory body to APLU and is integrally involved with all APLU discussions about comprehensive internationalization. The Commission may recommend policies and procedures related to internationalization to APLU and issue reports, establish agenda items, and set priorities related to these issues for APLU’s broader consideration.

ARTICLE II. MEMBERSHIP

Section 1: INSTITUTIONAL MEMBERSHIP

Any individual within the APLU membership may join the Commission and serve as an officer of the Commission’s Executive Committee.

Section 2: APLU COUNCILS AND COMMISSIONS MEMBERSHIP

Each APLU Council and Commission shall be invited to name one non-voting delegate to facilitate communication and coordination between Councils and Commissions. Similarly, members of the CII Executive Committee may serve as liaisons to other Councils and Commissions.

Section 3: INDIVIDUAL MEMBERSHIP

Relevant outside organizations such as AIEA, NAFSA, CBIE and government agencies and departments also are invited to become non-voting members of the Commission.

Section 4: MEMBERSHIP VOTING RIGHTS

In those circumstances when the Executive Committee determines that a formal vote is necessary, there shall be one voting delegate from each member institution, as designated by the institutional CEO.
In addition to the voting delegate, a member institution may name additional representatives who have specific international interests or responsibilities as non-voting delegates. Non-voting delegates have all the privileges of membership except the right to vote and have the right to serve as an Officer of the Executive Committee. They may be appointed to a position on the Executive Committee as described in Article III, Section 3.

ARTICLE III. ORGANIZATION

Section 1. STRUCTURE

The Commission on International Initiatives shall be composed of its voting and non-voting members.

Section 2. OFFICERS

Commission Officers shall include the following:

- Chair (university CEO)
- Chair-Elect (university CEO)
- Chairperson of Executive Committee (non-CEO)
- Secretary (non-CEO)
- Chairperson of Planning Committee (non-CEO)

These officers shall be ex-officio members of all committees and boards of the Commission.

The Commission Chair, in consultation with the Executive Committee and the Chairperson of the Executive Committee, shall: (1) call meetings of the Commission and the Executive Committee; (2) establish agendas and preside at Executive Committee and Commission meetings; and (3) appoint Ad-Hoc and Standing Committee(s) of the Commission.

The Chairperson of the Executive Committee coordinates the day-to-day operations of the Executive Committee, working closely with other Commission officers and the Chairperson of the Commission. The Executive Committee selects the Chairperson of the Executive Committee.

The Officers of the Commission shall serve non-renewable two-year terms. The term of office for each officer will begin at the conclusion of the association’s annual meeting.

The Chair of the Commission shall serve as the Commission’s representative on the Board of Directors of APLU for a period of two years consistent with APLU’s bylaws and practices.

The Chair-Elect of the Commission shall succeed to the chair position for the Commission on International Initiatives. The Chair-Elect of the Commission shall chair the Ad-Hoc Nominating Committee and shall fulfill the Chair’s duties in case of absence of the Chair. The Chair Elect shall be selected every two years, or as necessary, by the President of APLU.
The Executive Committee shall designate a Chairperson of the Planning Committee, and this person shall be responsible for planning the annual program and other planned program activities.

The Secretary shall be responsible for maintaining communication with all sectors of the Commission, and for assisting the Chairperson of the Planning Committee with program activities. The Chair of the Commission shall appoint the Secretary.

These officers shall also be officers of the Executive Committee.

Section 3. COMMISSION EXECUTIVE COMMITTEE

The Executive Committee shall establish the overall policies and direction of the Commission. The primary responsibility of the Executive Committee shall be to develop the agenda reflecting the major interests and goals of the Commission and communicate those policies and programs of the Commission to all committees, boards, commissions, and other policy-making bodies of APLU.

The voting members of the Executive Committee of the Commission shall at a minimum consist of the following officers and members:

- Chairperson of the Commission (a university CEO appointed by APLU) (1)
- Chairperson-Elect of the Commission (a university CEO appointed by APLU) (1)
- Chairperson of the Executive Committee (1)
- Secretary of the Executive Committee (1)
- Past Chair of the Executive Committee (if their term does not allow them to continue)
- Chairperson of the Program Planning Committee (1)

Members-at-Large, nominated annually by the Executive Committee (6 or more), with at least one member of the following:

- Senior international officer at a member institution
- Representative from a Canadian member institution
- Representative from a Mexican member institution
- APLU Vice President for International Programs (non-voting)

The Executive Committee may also include non-voting members from other APLU Commissions and Councils who serve as liaisons to the CII.

The Executive Committee shall select the Chairperson and membership of the Program Planning Committee.

Non-CEO members of the Executive Committee shall be elected for three-year terms, with at least two people joining the Committee in any year. Initial appointments shall be of a 3-year length to allow a
balanced turnover consistent with the previous stated 2 people rule. Up to two consecutive terms are allowed, and officers can serve additional terms after an absence from a committee appointment.

Should a vacancy occur among the members-at-large of the Executive Committee, the remaining members of the Executive Committee shall have discretion to either:

1. Appoint a replacement from the most recent pool of candidates that ran for election. This appointed position will be temporary and will need to be formally elected during the following election.

2. Keep the position vacant until the next election.

If a member of the Executive Committee departs their institution but continues to serve in a similar role at another APLU member institution, they may continue to serve on the CII Executive Committee.

**Section 4. COMMISSION STANDING COMMITTEES**

There shall be at least one Standing Committee appointed by the Commission Chair.

A. Program Committee. This Committee deals with planning for the Commission summer meeting and APLU Annual Meetings and all associated networking events. Members will be appointed for a two-year period. A member of the CII Executive Committee will chair the Program Committee.

B. Awards Committees. This committee deals with the recruitment and awarding of any Commission specific awards. Members will be appointed for a two-year period. A member of the CII Executive Committee will chair the Awards Committee.

Additional Committees may be formed at the discretion of the Chair of the Commission.

Standing Committee Chair(s) shall serve for one year.

**Section 5. AD HOC COMMITTEES**

The Commission Chair may appoint ad-hoc committees as needed.

**ARTICLE IV. MEETINGS**

**Section 1. COMMISSION MEETINGS**

The Commission on International Initiatives shall meet two times a year: at the APLU annual meeting and the Commission summer meeting.

**Section 2. COMMISSION EXECUTIVE COMMITTEE MEETINGS**

The Commission Executive Committee shall meet, at a minimum, at the APLU annual meeting and the Commission summer meeting to conduct Commission business; other meetings may be held at the call of either the Chair of the Commission or chairperson of the Executive Committee. The Executive Committee shall perform the business of the Commission throughout the year.
ARTICLE V. ELECTIONS

Elections, if necessary, will be held each Fall prior to the APLU Annual Meeting. Voting will be conducted by electronic means, or as deemed appropriate by the Executive Committee. Each member institution has one vote.

ARTICLE VI. AMENDMENTS

The Rules of Operation may be amended with a recommendation of the Executive Committee and ratified by a two-thirds vote of 1) the voting members of the Commission in attendance at the meeting and 2) the voting members who have submitted electronic votes prior to the meeting.

Revised October 2020

Approved by CII on 13 November 2020