

## **Procedures for Establishing a Strategic Partnership**

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IUPUI is committed to working with universities, organizations, and agencies around the world on projects of mutual benefit. When such collaboration involves commitment of resources or exchange of faculty and students between IUPUI and another institution, a Memorandum of Understanding (MOU) is normally developed and signed, setting forth the goals and parameters of the partnership (see [www.iupui.edu/~oia](http://www.iupui.edu/~oia)). IUPUI has executed MOUs with many institutions around the world. All of these affiliations are important. A small set, however, will now be designated as Strategic Partners (see IUPUI Strategic Partnership Concept Paper, March 2006).

A Strategic Partner is generally a university (or small set of universities) within a country with strategic importance for the internationalization of IUPUI and its surrounding community. Organizations with global reach on critical issues, such as health care, world food supplies, leadership development, education, the environment, and so forth, may also be designated as Strategic Partners. Strategic Partnerships will have campus-wide significance, involving multiple IUPUI schools and units. They represent an institutional commitment to long-term, broad-based, sustainable relationships. Selection of Strategic Partners will reflect university and community interests, critical regions of the world, and potential to enhance international learning, research, and engagement.

Strategic Partnerships are intended to provide platforms for deep, cumulative learning, research, and engagement with particular parts of the world, such that new projects build on previous ones, students encounter Partner countries in a wide variety of courses and co-curricular activities, and long-standing relationships are fostered between the Indianapolis region and Partner communities. Such Partnerships are also intended to bring the expertise of IUPUI's many schools into conjunction with each other.

Through a broad-based process, 10 to 15 Strategic Partners will be designated over the next several years. The actual number will depend on continuous review and campus priorities.

For an institution (or set of institutions) to be named a Strategic Partner, a dossier must be prepared, submitted, and approved through the following comment and review process. The IUPUI Office of International Affairs (OIA) will manage and assist with this process.

### **Dossier Preparation**

1. Strategic Partnerships should only be proposed after significant conversation and interaction with the partner institution(s), including – whenever possible - visits by IUPUI faculty and administrators to these institutions, accompanied by reciprocal visits from the institution(s) to IUPUI. The suitability of the partnership for at least three schools at IUPUI should be established, and the

- commitment of the deans of these three schools should be obtained. A standard MOU with the institution may well be signed during these initial interactions.
2. A cross-campus committee of faculty, staff, students, and administrators interested in pursuing a Strategic Partnership with the institution(s) should be created. This committee must include a representative of the OIA.
  3. Working with the OIA and the deans of at least three schools, the committee will prepare a dossier that proposes the institution(s) for a Strategic Partnership.

### **Dossier Content**

The dossier will include:

1. A cover sheet and concise summary of the key points in support of designating this institution as a Strategic Partner
2. Letters from each of at least three deans supporting the Partnership, as well as from a key administrator at the prospective partner institution
3. A narrative statement with sections on each of the following:
  - Overall goals and vision for the partnership
  - History of the relationship between the partner institution(s) and IUPUI
  - Description of the partner institution(s), including mission, history, size, resources, and distinctive characteristics
  - Rationale for the partnership, covering:
    - i. Relevance to IUPUI's mission, international objectives, and areas of excellence
    - ii. Importance of the partnership to more than one unit of IUPUI
    - iii. Importance of the partnership to the city and state
    - iv. Importance of the partnership to the partner institution(s)
    - v. Other factors favoring this particular institution(s) for a Strategic Partnership with IUPUI
  - Plans for sustaining the partnership over time, including resources available or being sought to do this
  - Specific partnership activities that are planned for the next two years
  - Plans for increasing faculty and student knowledge of the partner and its country, across IUPUI
  - Plans for maintaining regular communication and interaction with the partner
  - Structure, operating principles, and procedures of the committee that will guide and oversee the partnership
  - Ways in which other IU campuses might be involved in the partnership
  - Ways in which community organizations, agencies, and businesses might be involved in the partnership
  - Plans for periodically assessing whether the partnership should be continued
4. Appendices containing documents in support of the nomination.

### **Review Process for the Dossier**

1. Dossier is first submitted to the OIA for review and comment.
2. It is then presented to the International Affairs Planning Committee (IAPC) for review and comment.
3. At this time, the dossier may also be sent to the Executive Committee of the Faculty Council for their comments and reactions.
4. Once the OIA and IAPC believe the dossier is ready, it is submitted to the Executive Vice Chancellor for Academic Affairs, who will seek the Chancellor's approval to have the dossier sent to the Deans' Council
5. The dossier is presented by the three sponsoring deans and the OIA Associate Dean to the Deans' Council for review and comment
6. The dossier is sent to the Chancellor for final approval and commitment of resources to build the partnership.
7. This process concludes with a signing ceremony at either IUPUI or the partner institution.

### **Maintenance of the Partnership, once approved**

Once established, the Strategic Partnership will be coordinated by a committee of faculty drawn from across IUPUI and managed by the Office of International Affairs. This committee will foster new activities with the Partner, establish principles and guidelines for working with the Partner, maintain regular communication, and coordinate campus activities with the Partner. The committee will also assess and review the Partnership within the established program review process at least once every seven years, making recommendations for future action.