

**Purpose & Benefit Examples**

<i>Not sufficient</i>	<i>Good</i>	<i>Preferred</i>
Attend the Association of American Colleges & Universities Institute		Attend the Association of American Colleges & Universities Institute on High Impact Practices (HIP) with other administrators from the University (Assoc. Provost of Undergraduate studies, assistant deans, etc.). The purpose of this institute is to develop a plan to implement HIPs in the undergraduate curriculum, in line with Texas A&M's Quality Enhancement Plan (QEP), Aggies Commit to Learning for a Lifetime.
Assistant Directors meeting	Assistant Directors' Meeting for debriefing of this year and strategic planning for next year.	Monthly Assistant Director's Meeting for Regional Asst. Directors, Associate Directors, & Director. To participate in monthly meetings for updates, strategy development, and discussion of all relevant programming issues for the coming months.
Professional Development		Professional Development. Completing all Microsoft 2010 Essential Classes in completion of obtaining Certificate of Fundamentals of Office Administration - Completion of these courses will directly enhance the capabilities of administrative staff in their ability to perform all daily routine office functionalities as well as provide knowledge to enable said staff to disseminate knowledge amongst coworkers and peers when questions regarding functionality occur.
Attend the NAFSA conference.	To attend the Association of International Educators Conference (NAFSA) to meet with international student exchange partner counterparts and participate in appropriate sessions for continued professional training and updates.	Attend the national NAFSA (Association of International Educators) conference to attend sessions re: regulatory issues, data collection, and assessment of international education. Meet with colleagues from Vision 2020 peers who rank higher than TAMU in number of students abroad per Inst. of Intl Education. Determine the state of assessment in international education among peers and benchmark ways TAMU can improve assessment of global education to assist colleges to reach Action 2015 goals.