

SIMON FRASER UNIVERSITY
OFFICE OF THE VICE-PRESIDENT, ACADEMIC
MEMORANDUM

S.93-6

As amended
by Senate
11/1/93

To: Senate

From: J.M. Munro, Chair, Senate Committee on
International Activities

Subject: International Student Exchange Committee

Date: December 11, 1992

At its meeting on December 4, 1992, the Senate Committee on International Activities (SCIA) recommended establishing a SCIA sub-committee to be known as the International Student Exchange Committee. The background to this recommendation is attached.

Motion: That Senate approve establishment of a Senate Committee on International Activities sub-committee, the International Student Exchange Committee, with the following membership and responsibilities: *undergraduate*

Members	Conditions	Term
Faculty Senator (Chair)	Elected by and from SCIA	2 years
Faculty Member	Elected by Senate	2 years
Faculty Member	Elected by Senate	2 years
Faculty Member	Elected by Senate	2 years
Undergraduate Student	<i>Elected by Senate</i> Named by Student Society	1 year
Registrar (or designate)	Ex-officio	-----
Coordinator, International Education	Secretary (non-voting)	-----

Responsibilities

1. To formulate selection criteria for *undergraduate* student participation in international exchange programs.
2. To develop application materials and application procedures.
3. To select successful candidates.

Note: The Committee shall meet at the call of the Chair and shall determine its own procedures. Quorum shall be a simple majority of the voting members. Student exchange applicants who have a grievance arising from the exercise of the Committee's responsibilities shall have the right of appeal to the Senate Appeals Board (SAB).

J.M. Munro

Enclosure

PROPOSAL FOR AN INTERNATIONAL STUDENT EXCHANGE COMMITTEE

International Student Exchange Programs: General

International student exchange programs deal primarily with undergraduate students, allowing them to earn course credit toward a Simon Fraser University degree while studying at a foreign institution. An exchange agreement may be university-wide or cover only one department. Agreements usually establish conditions for the payment of fees either at the home or the host institution and may include fee reciprocity, a reciprocal or unilateral fee waiver, or a differential fee waiver. Many agreements are based on a one-for-one exchange and limit the number of students accepted from the partner institution. They usually detail each partner's academic and service responsibilities; including responsibility for the selection of participants, timely notification, target disciplines, grading and the transmittal of relevant documents.

Current Practice at Simon Fraser University

At present, exchange program responsibilities are administered in a decentralized manner by individual departments, the Registrar's Office and the Office of International Cooperation. Most agreements stipulate that partner institutions must be given advance notice of candidate profiles during March of the year in which the studies will commence, with students normally beginning classes at the other university in September. The Senate Committee on International Activities has reviewed the material used by the Office of International Cooperation to publicize study abroad opportunities and to gather academic and personal information needed to guide candidate selection. Current eligibility criteria include the requirement that applicants have completed 60 credit hours of study, that they have declared a field of study and that they have achieved a minimum 2.67 GPA in their last two semesters. Individuals attending SFU on a student visa are ineligible for the University's international student exchange programs.

The Proposal

As the University's exchange programs expand to cover more disciplines and more foreign partners (cf. Appendix A), publicity about increased study abroad opportunities has resulted in more candidates coming forward than some exchanges can support. Because candidate selection and exchange program administration involves decisions about academic suitability, the procedures should operate under Senate authority. It is therefore proposed that a sub-committee of the Senate Committee on International Activities should be established for this purpose.

APPENDIX A

SIMON FRASER UNIVERSITY INTERNATIONAL ACADEMIC EXCHANGE AND STUDENT MOBILITY AGREEMENTS (Active and Under Negotiation)

THE PEOPLE'S REPUBLIC OF CHINA

Chengdu University of Science and Technology
China Institute for Contemporary International Relations - Beijing
Jilin University - Changchun, China
Sichuan Institute of Industry
Sichuan Normal University

CUBA

University of Havana

DENMARK

Aarhus University

ENGLAND

Manchester Business School
University of East Anglia - Norwich
The University of Sussex - Brighton

FRANCE

Institut Universitaire Professionalisé - Clermont-Ferrand
University of Grenoble III - Grenoble

GERMANY

Justus Leibeg University - Giessen
Universität des Saarlandes - Saarbrücken

HONG KONG

The Chinese University of Hong Kong

JAPAN

Kansai Gaidai University - Osaka
Kushiro Public University of Economics - Hokkaido
Kyushu Institute of Technology - Kitakyushu
Sophia University - Tokyo
Tokiwa University - Chiba

MEXICO

University of Guadalajara

SCOTLAND

The University of Dundee

SOUTH KOREA

Pusan National University
Yonsei University - Seoul
Hanyang University - Seoul

SWITZERLAND

Universität Basel

UNITED STATES OF AMERICA

All Washington State Universities
University of Maine - Orono
Western Washington University - Bellingham