

MEMO

Dean of
Graduate Studies

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ATTENTION: Senate

FROM: Jonathan Driver, Dean of Graduate Studies

RE: Terms of Reference for the International Student Exchange Committee
(ISEC)

DATE: October 12, 2007

At its meeting of 9th October 2007 SCIA agreed to recommend to Senate changes to the terms of reference for the International Student Exchange Committee (ISEC), and the deletion of an eligibility criterion from the SFU International website. These are as follows:

MOTION:

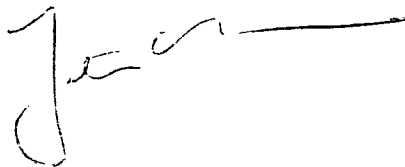
- (a) That ISEC membership include one faculty member from each faculty.
Rationale: Faculties with active student exchange programs are concerned that they may not be represented on the committee that selects students for exchanges. Currently there are three faculty representatives on ISEC

FOR INFORMATION:

- (b) That the following criterion be deleted from the eligibility criteria for students wishing to go on an exchange:

"Qualified international students are encouraged to apply. however domestic students who meet the criteria will be given priority. If there are spaces remaining after qualified domestic students have been placed, international students will be considered".

Rationale: This is not only unfair to international students, but may also discourage them from applying for exchange programs.



JD/co

Simon Fraser University - Senate

International Student Exchange Committee (ISEC)

Standing (Reporting to the Senate Committee on International Activities)

Updated 9 November 2007

Members	Conditions	Term	Expiry Date	Name
Faculty Senator	Chair. Elected by and from SCIA	2 years	May 31, 2008	Natalee Popadiuk
Faculty Member	Elected by Senate	2 years	May 31, 2008	John Bechhoefer
Faculty Member		2 years	May 31, 2009	Michael Favere-Marchesi
Faculty Member		2 years	May 31, 2008	Iris Geva-May
Student (Graduate or Undergraduate)	Elected by Senate	1 year	May 31, 2008	James Rankin
Registrar / Sen. Director, Student Enrolment (or designate)	Ex-officio (voting)			Kate Ross
Director, SFU International (or designate)	Ex-officio (voting)			Leanne Dalton
Coordinator, International Mobility, SFU International	Secretary (non-voting)			Kate Jennings/ Christina Wong

Responsibilities

1. To formulate selection criteria for undergraduate and graduate student participation in international and domestic exchange programs.
2. To monitor and where necessary recommend and implement changes to application materials, procedures and deadlines.
3. To select successful candidates for exchange programs.
4. To make recommendations through SCIA to the President on the establishment of any new international or domestic undergraduate or graduate student exchange agreements. The Chair of ISEC will report to SCIA on ISEC decisions, and provide SCIA with related ISEC meeting minutes.

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).

Vice-Chair

The Executive Director of SFU International (or designate) is designated as Vice-Chair.