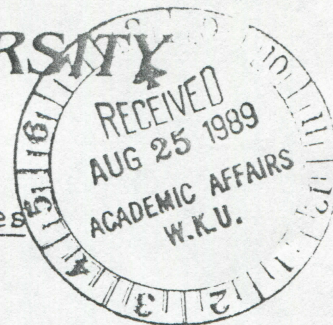


CENTRAL STATE UNIVERSITY

Wilberforce, Ohio 45384



Department of Foreign Languages

August 21, 1989

To: Gabino Canto
Carlos Castillo
Sylvia Catouse
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Tracy Harrington
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From: Bill Felker, Chair, Committee for Developmental/Study
Abroad Programs

Re: Draft Structure for Consortium Developmental/Study
Abroad Programs

Enclosed find a draft "Student and Faculty Exchange Agreement" for your review. Please forward your suggestions for changes or additions to me at Central State. When I have your comments, I will then prepare a second draft for your consideration, hopefully no later than November 1.

DRAFT

CONSORTIUM FOR BELIZE EDUCATIONAL COOPERATION

STUDENT AND FACULTY EXCHANGE AGREEMENT

INTRODUCTION

The institutions of the Consortium for Belize Educational Cooperation, recognizing the value of educational interchange and the benefits of collaboration, establish through this agreement, a commitment to cooperation and the development of cooperative programs.

OBJECTIVES

The objectives of the cooperative relationship are to improve the educational programs of member institutions through a systematic exchange of academic and professional staff and students and through collaboration in instruction, research and other scholarly activities.

SECTION I: GENERAL TERMS AND CONDITIONS

Article I

All institutions will work to promote cooperative enterprises in areas of common interest.

Article 2

The terms and conditions of specific cooperative projects may be negotiated separately by member institutions or may be established by the Consortium for Consortium-wide programs.

Article 3

This agreement, as well as changes in the agreement, will be undertaken based on mutual consent.

Article 4

This agreement will become effective when it is signed by the authorized representatives of all member institutions and approved by the governing councils of the institutions.

Article 5

Each institution will receive a signed, original copy of the agreement.

Article 6

Exchange programs at each member institution will be coordinated through the Consortium coordinator at that institution.

Article 7

This agreement can be terminated by any member institution after due notice, provided that any exchange imbalances are corrected.

SECTION 2: EXCHANGE OF ACADEMIC AND PROFESSIONAL STAFF

Article 8

~~At least three months~~ prior to a staff exchange, the participating institutions must approve the exchange in writing, including the responsibilities of the exchange participant, the responsibilities of the participating institutions, the period of the exchange, and any other conditions governing the terms of the exchange.

Article 9

Institutions requesting visiting staff from other member institutions submit a Request for Visiting Staff to the Consortium co-chairs ~~no later than six months~~ before the staff exchange (See Request for Visiting Staff form).

Article 10

Each institution which sends staff will pay them their usual salary.

Article 11

Costs of travel/transportation for exchange participants will be covered as follows:

a. The home university of the participating academic and professional staff will pay the cost of travel between the home institution and the host institution, except in cases in which the money will come from other sources

b. The host institution may pay costs for officially approved travel within the host country within a maximum radius of 100 miles around the principal seat of the institution in question.

c. The host institution will not be responsible for the personal travel costs of visiting personnel.

Article 12

All exchange personnel must submit to the host institution, in writing, evidence of comprehensive medical insurance including coverage for accidental death or dismemberment. This documentation must be received at the host institution at least one month prior to arrival.

Article 13

~~The costs of Housing and maintenance~~ will be ^{provided} ~~negotiated~~ between ~~the host and the home institutions~~ and agreed to in writing before the departure of personnel from the home institution.

Article 14

The host institution will not be responsible for the personal expenses of visiting personnel.

SECTION 3: EXCHANGE OF STUDENTSArticle 15

At least two months prior to a student exchange, the host institution approves in writing the exchange, including the responsibilities of the exchange participant, the period of exchange, and any other conditions governing the terms of the exchange.

Article 16

The institution receiving exchange students must submit to the student's home institution a written assessment of the student's work (transcripts, grade reports), including description of courses taken, and level or quality of performance, within 30 days after the student's exchange experience is completed.

Article 17

Exchanges will be effected on a one for one basis, except where non-Belizean institutions transfer tuition payment from their institutions directly to the Belizean institution (See Article

21), or in situations in which students enroll directly in Consortium sponsored programs, paying fees directly to a Belize institution or to a non-Belizean university which utilizes a tuition transfer option.

Article 18

Students participating in a reciprocal exchange will pay the costs of food, lodging and tuition at the university where they normally study and receive those services at the host institution at no additional cost.

Article 19

Reciprocal exchanges take place between an individual Belizean member institution and an individual non-Belizean member institution on a one-to-one basis. Reciprocity is between separate institutions, not between Belizean and non-Belizean institutions as a whole.

Article 20

Students will be responsible for their personal expenses, medical insurance, travel and other incidental expenses.

Article 21

Non-Belizean institutions who wish to do so may propose exchange of their students to Belizean institutions through payment of fees by the home institution instead through the reciprocal method. Under this system, the non-Belizean institution pays the Belizean institution the portion of the student's tuition, room and board necessary for those services in Belize. As in the reciprocal exchange, the non-Belizean student pays all fees at his regular institution.

Article 22

All exchange students from Belize must submit in writing evidence of comprehensive medical insurance including coverage for accidental death or dismemberment. This documentation must be received by the host institution at least one month prior to a student's arrival.

SECTION 4: EXCHANGE STRUCTURE & GOVERNANCEArticle 23

Exchange between members of the Consortium may be bilateral, that is between one Belizean and one non-Belizean institution; multilateral, that is between more than one Belizean and one

non-Belizean institution; Consortium-wide; and open, on approval of the appropriate Consortium members, to institutions which are not members of the Consortium.

Article 24

Exchange between Belize and non-Belizean institutions may be coordinated directly by the consortium representatives at each institution, with copies of bilateral agreements being forwarded to the Consortium co-chairs for distribution to Consortium members. All exchanges will be conducted in accordance with this Student and Faculty Exchange Agreement and, whenever possible, be open to participation by other Consortium institutions.

Article 25

When exchange agreements between a Belize and non-Belizean institution become open to all Consortium institutions, the Consortium co-chairs will designate the two original institutions to coordinate participation by other Consortium or ~~non-Consortium~~ institutions. The co-chairs or a committee appointed by the co-chairs may assist with publications and publicity concerning such programs.

Article 26

Exchange programs which are initially designed to be Consortium programs open to all Belizean and non-Belizean member institutions will be coordinated by the co-chairs or by a committee selected by Consortium representatives. Any Consortium-wide programs will be discussed and approved at the semiannual meetings.

SECTION 5: FINANCEArticle 27

Financing of student and staff exchanges is handled according to the Student and Faculty Exchange Agreement. Costs of publicity for Consortium-wide exchange programs will be handled by the Consortium. Costs of publicity for bilateral or multilateral programs will be carried by the institutions involved; as bilateral programs expand, costs are shared with participating institutions.

SECTION 6: COURSESArticle 28

Individual institutions may offer courses for Consortium participation, and those institutions inform the co-chairs, all Consortium members and others of their offerings. As needed, a Consortium committee may be designated to develop a catalogue or list of courses/programs offered through the Consortium.

Article 29

Faculty members from one member institution who wish to teach specific courses at a different member institution coordinate their courses directly with the Consortium coordinator at the institution at which they wish to offer their course. These faculty are responsible for recruiting students for their courses. The Consortium may assist such special programs by providing liaison, when necessary, and information about these courses to other institutions.

SECTION 7: ACADEMIC CREDITArticle 30

Course descriptions for every course offered through the Consortium will be compiled by the institution which offers the course, or, in the case of special programs, by the teacher of the course. In the case of a Consortium-wide program, the Consortium committee which develops the program will provide course descriptions. Whenever possible, courses will be so structured that full exchange credit will be given for any credits taken through the Consortium, at least in bilateral agreements, and ideally in multilateral agreements.

AGREEMENT
