



Policy Number	2.1.4.3
Approval Body	Senate
Policy Officer	President + Vice-Chancellor
Approval Date	Feb 2009, Sept 2010, Nov 2013, May 2014, May 2017, Oct 2017
Review	April 2018

2.1.4.3 INTERNATIONAL DEVELOPMENT COMMITTEE

TERMS OF REFERENCE

Membership

Voting members

- One (1) Senate member
- VP, Academic + Provost / Vice Chair of Senate
- One (1) Faculty member from each Faculty, not necessarily the faculty member serving on Senate
- Two (2) students who are not necessarily the student members serving on Senate, who are in good standing
- Executive Director, Student Services + Registrar / Secretary of Senate or designate
- Multilingual Learning Specialist
- International Programs Advisor

General

Membership on the Committee will be for a two (2) year renewable term approved at the September meeting of the Senate, or as soon as possible after the beginning of the academic term.

Resource Personnel

At the invitation of the Chair of the Committee, any other member of the University Community, including from a specific program or service area, whose expertise and knowledge would be of benefit to the Committee.

Support

Support for the Committee shall be provided by the Executive Assistant to the Executive Director, Student Services + Registrar.

Chair

The Chair will be elected annually from the Committee membership and will report to the Curriculum Planning + Review Committee of Senate.

Authority and Mandate

The Committee reports to the Curriculum Planning + Review Committee of Senate and shall prepare, review and recommend to the Curriculum Planning + Review Committee:

- 35.2 (6)(f) Educational policies regarding the evaluation of programs and educational services
- 35.2 (6)(k) Educational policies regarding the terms for affiliation with other post-secondary bodies

General Responsibilities

- To review and recommend programs to support comprehensive internationalization efforts at the University
- To develop policies including eligibility criteria for international programs e.g. Student Exchange Program, Study Abroad and other international opportunities
- To recommend teaching and learning resources in support of diverse and inclusive learning environments as a result of internationalization initiatives
- To review and recommend international partnerships
- To periodically evaluate partnership agreements with other institutions
- To review, recommend, develop international opportunities for faculty and students
- To review the international recruitment process and consider requirements/resources to support international students studying at Emily Carr
- To discuss international curricular initiatives

Conflict of Interest

Committee members must consider the Senate Conflict of Interest and Code of Conduct Bylaws prior to any discussion or resolution being considered that might constitute any real, potential or apparent conflict of interest.

Meetings

Meetings will be held at the call of the Chair of the Committee as required. A quorum of the Committee shall consist of 50% plus one of the eligible voting members.