

9-9-1982

Policies and Procedures Governing International Exchange Programs for Undergraduate Students

University of Rhode Island Faculty Senate

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University of Rhode Island, Kingston, R. I. 02881
Office of the President, 401-792-2444

M E M O R A N D U M

TO: James Findlay, Chairman, Faculty Senate

FROM: Frank Newman *Frank Newman*

DATE: September 28, 1982

SUBJECT: Faculty Senate Legislation

As we discussed at this morning's meeting, I am vetoing Faculty Senate Bill #82-83--1, Policies and Procedures Governing International Exchange Programs for Undergraduate Students, because most of the policy document addresses issues which are not under the purview of the Faculty Senate.

As I review the document, I feel that the following two points relate specifically to the Senate's responsibility for academic programs and I am prepared to act on legislation which relates to them if such legislation is brought forward:

- 1) Selection of URI students to participate in all exchange programs shall be the responsibility of the Study Abroad Adviser in consultation with faculty and department chairs, when relevant.
- 2) Selection of the international exchange students shall be the responsibility of the exchange official(s) at the home institutions.

Specific points which relate to tuition, fees, deadlines, and other administrative procedures need not be acted on by the Faculty Senate.

I have approved the following Faculty Senate Bills:

- #82-83--2 Amendments to Sections 5.13.12 and 5.14.13 of the University Manual: Faculty Senate Representatives on the Development Council and Athletics Advisory Board.
- #82-83--3 Constitutions, By-laws and University Manual Committee Report #81-82--2: Changes in the Student Judicial System.
- #82-83--4 Academic Standards and Calendar Committee Report #81-82--1.

James Findlay -- Page Two -- September 28, 1982

#82-83--5 Report of the Honors Program and Visiting Scholars
Committee: Changes in Sections 4.40-4.44 of the
Faculty Senate.

I have also reviewed Actions#82-83--1 and #82-83--2.

rsb

cc: W. Ferrante
M. B. Swan

UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE
BILL

Adopted by the Faculty Senate

TO: President Frank Newman

FROM: Chairperson of the Faculty Senate

1. The attached BILL, titled Policies and Procedures Governing International Exchange Programs for Undergraduate Students

_____ is forwarded for your consideration.

2. The original and two copies for your use are included.
3. This BILL was adopted by vote of the Faculty Senate on September 9, 1982.
(date)
4. After considering this bill, will you please indicate your approval or disapproval. Return the original or forward it to the Board of Regents, completing the appropriate endorsement below.
5. In accordance with Section 10, paragraph 4 of the Senate's By-Laws, this bill will become effective on September 30, 1982 (date), three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; (3) you forward it to the Board of Regents for their approval; or (4) the University Faculty petitions for a referendum. If the bill is forwarded to the Board of Regents, it will not become effective until approved by the Board.

September 10, 1982
(date)

James Findlay
James Findlay
Chairperson of the Faculty Senate

ENDORSEMENT

TO: Chairperson of the Faculty Senate

FROM: President of the University

1. Returned.
2. a. Approved _____.
- b. Approved subject to final approval by Board of Governors _____.
- c. Disapproved _____.

9/29/82
(date)

F. Newman
President

POLICIES AND PROCEDURES GOVERNING
INTERNATIONAL EXCHANGE PROGRAMS
For Undergraduate Students

The following policies and procedures apply to the exchange agreements between the University of Rhode Island and the University of Orleans, the University of Hohenheim, and Oxford Polytechnic, as well as to other international exchange agreements which may be negotiated in the future (such as the pending agreement between URI and the University of Tel Aviv). The specific financial arrangements for the exchange with Seinan Gakuin in Japan differ slightly from the others; in all other respects the following procedures will apply. The term "international exchange student" refers to an international student studying at URI for a limited period of time as part of an official exchange program; "URI exchange student" refers to a matriculated URI student who is participating in an official exchange program.

ADMISSIONS

--Selection of URI students to participate in all exchange programs shall be the responsibility of the Study Abroad Adviser in consultation with faculty and department chairs, when relevant. Selection will be based on the following criteria:

- QPA (minimum of 2.5)
- Language proficiency when applicable (3.0 in language courses)
- Recommendation of advisor, dean, and/or faculty
- Interview
- Written statement of plans and goals for the period of exchange

--Selection of the international exchange students shall be the responsibility of the exchange official(s) at the home institutions.

--Deadlines for acceptance as a URI exchange student are: April 15 for the fall semester; October 15 for the spring. (Few exchanges, if any, will be made for the spring semesters only.)

--For administrative purposes and to coordinate with the Study Abroad Office, all international exchange students will be assigned University College as their administrative unit.

--A simplified version of the international student application form (i.e., page 1 only) will be submitted to [redacted] for the assignment of an ID number and the issuance of I-20 or J-20 forms.

NOTE: It is understood by the terms of the exchange agreements that international exchange students are attending URI to study for a limited period of time--one semester or one year--and if they later wish to seek a degree from URI, they must go through normal admissions procedures.

TUITION AND FEES

Tuition and Fees. With the exception of health insurance which both URI and international exchange students must purchase, all tuition, fees, room and board (7 day meal plan) will be paid by the URI student who will be studying abroad. The Study Abroad Adviser will check with the Bursar to insure that any URI student participating in an international exchange is not in debt to the university.

Housing. On-campus housing will be furnished to international exchange students. As soon as possible but no later than May 1, the Study Abroad Office will notify [redacted] of the number of dorm rooms to be reserved. By July 1 (or earlier) a list of URI students and their international counterparts will be sent to all relevant offices (Bursar, Food Services, Housing, International Students, Registrar). Linens will be loaned to international exchange students by the Office of Residential Life.

Meal Plans. By the terms of the agreements, 7-day meal plans are paid for by the URI exchange student.

Health Insurance. International exchange students will be required to participate in URI's health insurance plan and to pay its cost.

URI exchange students will be required either to participate in URI's health insurance plan for the period during which they will be travelling or studying abroad or to sign a statement attesting to adequate coverage through some other plan for the period of travel and study abroad.

PRE-REGISTRATION AND SCHEDULING

--International exchange students shall be allowed to pre-register.

--Pre-registration forms for the international exchange students for the fall semester must be submitted to the Registrar's Office on or before July 1. Pre-registration forms for the spring semester must be submitted during the normal pre-registration period.

--Pre-registration forms will be completed and signed by the Study Abroad Advisor and the dean of University College.

--The Study Abroad Advisor will assume the responsibility of notifying the relevant department chairs of the arrival of international exchange students and of resolving any scheduling problems with them.

--The Study Abroad Office handles the prior approval forms for off-campus study for URI exchange students (and for other students studying abroad). All URI exchange students must file a prior approval form and a release form through the Study Abroad Office before departure from the USA.

STUDENT AFFAIRS

Department of International Students Affairs. International Exchange Students will be asked to register at the Department of International Students Affairs, to participate in its programs, and to avail themselves of its services.

Host Program. Exchange students will participate in the Host Program. Members of Phi Eta Sigma, a student honor society, have volunteered to serve as student hosts for international students participating in exchange programs.

Orientation. A reception and orientation program will be developed by the Study Abroad Office for international exchange students at no cost to the student. This orientation program will be held in the Great Room on the Sunday prior to Registration Day. (Because of the terms of our agreements and the program's cost, we cannot require that exchange students participate in the International Students Orientation Program.)

*The Director
of Residential
Life*

*The Director of International Student
Affairs*

Teaching Effectiveness and Facilities

Wendy Holmes, ART, (84)
William Lasswell, PCG, (83) Chairperson
Steven Lysonski, MKT, (83)
Glen Ramsay, ECN, (84)
Richard Sisco, MGT, (83)
Jack Willis, PHY, (84)
2 undergraduate students
1 graduate student

STANDING COMMITTEES ELECTED BY COLLEGE FACILITIES

Curricular Affairs Committee

Arts and Sciences: John Grandin, LAN, (83)
Arts and Sciences: Stanley Pickart, PHY, (83)
Arts and Sciences: Gino Silvestri, HIS, (84)
Arts and Sciences: Wilfred Nelson, CHM, (85)
Business Administration: Robert Comerford, MGT, (84)
*Engineering: Frank DeLuise, MCE, (83)
Human Science and Services: Alan Farstrup, EDC, (83)
Library: Lucille Cameron, (83) Chairperson
Nursing: Grayce Garner, (84)
*Pharmacy: Douglas Greene, PHC, (83) Vice Chairperson
Resource Development: Robert Wakefield, PLS, (85)
President's Representative: M. Beverly Swan
CCE Representative: Ann Cremin Byrne
Faculty Senate Coordinator: Sheila Black Grubman

University College and General Education Committee

Arts and Sciences: Barbara Brown, DHY, (83)
Arts and Sciences: Roberta Tutt, ENG, (84) Vice Chairperson
Arts and Sciences: Judith Anderson, SPE, (85)
Arts and Sciences: James Loy, APG, (85)
Business Administration: Blair Lord, FIN, (85) Chairperson
Engineering: Donald Gray, CHE, (84)
Human Science and Services: John Boulmetis, EDC, (84)
Nursing: Ruth Waldman, (84)
Pharmacy: Bruce Birmingham, PHC, (83)
Resource Development: Mabel Goshdigian, FSN, (85)
Academic Affairs Representative: M. Beverly Swan
Student Affairs Representative: Margaret Scott
CCE Representative: Ann Cremin Byrne
Dean of University College: Diane Strommer
Faculty Senate Coordinator: Sheila Black Grubman

AD HOC COMMITTEES

Non-Credit Courses - College of Continuing Education

Alan Farstrup, EDC, Chairperson
Janet Hirsch, NUR
Judith Markoe, CCE
Thomas Pezzullo, CCE
Charles T. Schmidt, MGT

Effects of the Different Drop Periods

John F. Demitroff, Registrar
*James Findlay, Faculty Senate E. C.
*Abner Gaines, Chairperson
Richard Roughton, Ac. St. and Cal. Com.
M. Beverly Swan, Academic Affairs

BOARDS, COUNCILS AND COMMITTEES WHICH THE SENATE PROPOSES OR MAKES APPOINTMENTS

Alumni Association Executive Committee

*Sandra Saunders, DHY

Athletics Advisory Board

Robert Manteiga, LAN, (83)
2 nominees for 84:
Judith Anderson, SPE
*Wendy Roworth, ART

Budget Advisory Committee

Daniel Bergen, GLS, (84)
H. Glenn Gray, AVS, (85)
Arthur Head, ECN, (84)
Tom Towers, ENG, (83)

Career Planning and Placement Advisory Committee

Barbara Brown, DHY, (84)
George Dillavou, SPE, (84)
Thomas Gunning, HCF, (83)
*Clay Sink, BED, (83)

Development Council

*James Findlay, HIS, (83)
*Clarence Goertemiller, ZOO, (84)
Irving Spaulding, REN, (83)

Editorial Board for Alumni Association Bulletin

Norris Wood, MIC

Financial Aid to Students Advisory Committee

Jo-Ann McElravy, NUR, (83)
Mario Trubiano, LAN, (84)

Memorial Union Advisory Board

Helen Greene, HCF, (84)
Alan Marcus, CVE, (83)

Ombudsman's Editorial Advisory Board

*Marguerite Bumpus, EDC, (84)

Publications Committee

Dorothy Gleisner, LIB, (84)
L. B. Woods, GLS, (83)

Program Review Committee

Daniel Bergen, GLS
Thomas Galloway, CPL
Marion McGuire, EDC
Leonard Worthen, PCG

Research Council

Alexis Albert, SOC, (83)
Shashanka Mitra, ELE, (84)
Norris Wood, MIC, (83)

Social Regulations

Frank Cuomo, PHY, (84)
Claire Manfredi, NUR, (83)

Student Employment Committee

Ruth Fitz Simons, SPE, (83)

Student Orientation Advisory Committee

Margaret Keefe, LIB
Richard Sullivan, EDC

University Appeals Board

*Clay Sink, BED, (83) member
Holly Powell, NUR, (84) alternate

University Board on Scholastic Integrity

Mario Trubiano, LAN, (83) member
Andreas Holmsen, REN, (84) alternate

University Board on Student Conduct

Michael Sullivan, PLS, (83) member
*Joan Lausier, PHC, (84) alternate

University Bookstores Committee

Judith Barnett, LIB, (84)
*Franziska Noring, HCF, (84)
William Wallace, REN, (83)

OTHER

As soon as the information is available, the Study Abroad Advisor will provide the names of all URI and international exchange students to the following offices: Bursar, Registrar, Housing, Food Services, International Student Affairs.

Approved:

W. D. Krumholz
Vice President, Academic Affairs

A. Robert Marinelli
Vice President, Student Affairs

A. W. Petrucci
Vice President, Business and Finance

UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE

CONSTITUTION, BY-LAWS AND UNIVERSITY MANUAL COMMITTEE

REPORT #1981-82-2

During the spring semester 1982, the CBUM Committee considered a request from the Office of Student Life to amend the regulations regarding the judicial boards on academic integrity and student conduct. Following are recommendations to amend sections of the University Manual which were suggested by Dr. Rod Crafts, Director of Student Life and Mr. Ron Weisinger, Director of Student Relations in order to enhance the effectiveness and fairness of the student judicial system. In conjunction with Dr. Crafts and Mr. Weisinger, the CBUM Committee recommends that the Faculty Senate adopt the following:

- a. Amend sections 5.19.10 - 5.19.12 as follows and renumber sections 5.19.13 and 5.19.14 as 5.19.14 and 5.19.15:

5.19.10 The University Board on Student Conduct shall hear cases of alleged violations of community standards of behavior or university policies, referred to it by the Office of Student Life. Procedures to be followed are found in sections 9.20.10, 9.21.10 and 9.23.10 - 9.23.18.

5.19.11 In hearing cases of alleged violations of non-academic community standards of behavior, the voting composition shall be six student members and one faculty member. In hearing cases of alleged violations of academic community standards of behavior, the voting composition shall be four faculty members and three student members. The graduate student member of the board shall be a voting member in an academic case only if the accused is a graduate student.

5.19.12 Two faculty members will be considered as permanent members to hear both non-academic and academic cases. They shall hold the rank of assistant professor or above and shall be appointed by the Chairperson of the Faculty Senate. For purposes of hearing non-academic cases, one of these faculty members will be considered as an alternate. For purposes of hearing academic cases, two additional faculty members will be appointed by the Chairperson of the Faculty Senate. They must also hold the rank of assistant professor or above. The term of appointment for all four faculty members shall be two years, and shall be made on a staggered basis.

5.19.13 The board shall be chaired by a student member elected by a majority vote of the board.

- b. Delete sections 5.20.10 - 5.20.13 and all references to the University Board on Scholastic Integrity from the Index.

c. Amend section 5.21.10:

5.21.10 The University Appeals Board on Student Conduct shall hear all appeals of administrative actions (9.22.10-11) appeals of decisions of the University Board on Student Conduct, and appeals of decisions of any other board which may be formed at the direction of the Director of Student Life. Procedures to be followed are found in sections 9.23.10 - 9.23.18 and 9.24.10.

d. Amend section 5.21.13 by changing the reference for "5.19.14" to "5.19.15."

e. Amend section 8.27.19:

8.27.19 Either the instructor, the instructor's dean or the student's dean may request judicial action (see 9.21.10) on an allegation vs. a student for cheating or plagiarism. Any of the judicial sanctions listed in sections (9.25.10-17) may be imposed after a finding of guilty. If the request comes from an instructor it shall be accompanied by a statement of position from the instructor's dean (see 9.20.10 and 9.21.10).

f. Amend section 9.20.10:

9.20.10 Disciplinary Action may be implemented only through referral of violations to the Office of Student Life. Reports of violations or complaints from campus or local police, students, faculty and administrators regarding university rules and regulations shall be submitted to the Office of Student Life in a timely manner. A staff member of the Office shall gather the facts, investigate and evaluate them. It shall be the decision of the Office of Student Life whether the matter should or should not be referred to the Judicial System. If the situation warrants it, the Director of Student Life may appoint special judicial boards in addition to the regular boards described in sections 5.19.10 through 5.19.15 and 5.21.10 through 5.21.13.

g. Amend section 9.21.10:

9.21.10 Procedures for Cases of Violations of Community Standards of Behavior and University Policies. In cases where the Office of Student Life decides that there is evidence of a violation which warrants referral to the judicial system, the student may admit guilt and choose administrative action (9.22.10) or either plead innocent guilty and request a hearing before the University Board on Student Conduct (5.19.10). The accused student must choose one of the options within 72 hours of receipt of the written charge(s).

h. Amend section 9.23.10 by deleting from the first sentence "...and the Board on Scholastic Integrity."

Members of the Committee:

- Norman Coates, MGT
- Sheila Black Grubman, ex officio
- Robert Gutchen, Chairperson
- Margaret Keefe, LIB
- Charles Olney, FSN
- Constantine Toloudis, LAN
- Fritz Wensch, PHL

University of Rhode Island
Faculty Senate
Academic Standards and Calendar Committee
Report #81-82-1
June, 1982

Background:

In August, 1981 the Academic Standards and Calendar Committee submitted a lengthy report recommending changes in various sections of Chapter 8 of the University Manual. (See, Faculty Senate Agenda for Meeting #2, September 24, 1981). The recommendations of that report were discussed and acted on at Senate meetings during the Fall and Spring. During the course of discussion, some of the recommendations were sent back by the Senate to the Committee for further consideration, some were withdrawn by the Committee for further revision before being presented to the Senate, and some "suggestions" for further changes to sections already acted on were made by certain Senators. This report contains the Committee's recommendations regarding those sections.

Recommendations:

The Academic Standards and Calendar Committee recommends:

that the paragraphs in the column below headed "PROPOSED" be adopted, replacing or supplementing the paragraphs in the column headed "EXISTING". (The material in italics is explanatory and is not a part of the recommendations).

- J. Abbate
- J. Demitroff
- A. Gaines
- J. Kowalski, Chairman
- M. D. Massey
- W. Mensel
- M. Navascues