



GUIDELINES FOR PARTICIPATION IN INTERNATIONAL ACTIVITIES

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Preamble

In 1994, the President's ad hoc Committee on International Activities suggested a set of guidelines to apply to activities conducted outside Canada; these were subsequently approved by Senate. Drawing from these guidelines, and adding other items which have surfaced in discussions and through experience since, the following is an attempt to define the critical issues underlying a decision to approve or not approve an international project or program.

All international activities of the University of Victoria must conform to CBIE's Code of Ethical Practice in International Education and the University ethical policies (e.g. Harassment, Equity, Scholarly Integrity).

Not all the following issues will apply in each case and some can be balanced against others, but these are the type of requirements which should be addressed.

1. Academic Issues

The activity should:

- 1.1 Implement, complement, and/or subsidize the academic mission of the University.
- 1.2 Meet the University's academic standards; procedures should be in place to ensure the quality of University courses, programs, and degrees, including methods of evaluation and the acknowledgement of University authority to preserve academic standards and to select and administer personnel.
- 1.3 Conform to all current University policies governing academic freedom, research, and conflict of interest/commitment.
- 1.4 Be an integral part of University programming.
- 1.5 Broaden the opportunities for research, academic/scholarly interchange, and professional development for faculty, students and staff.

2. Cultural/Social Issues

The activity should:

- 2.1 Assist in the transfer of knowledge which will be used to build sustainable economies in other regions of the world.
- 2.2 Enrich the University community through exposure to other languages, cultures and intellectual traditions.
- 2.3 Enhance the University's ability to accommodate diversity.

3. Ethical Issues

This activity should:

- 3.1 Promote human rights, and promote equity.
- 3.2 Have either a neutral or beneficial effect on the natural environment.

4. Legal Issues

The activity should:

- 4.1 Conform to the legal rights and obligations enshrined in international laws, covenants and declarations to which Canada is a signatory.
- 4.2 Include safety measures or liability insurance for University personnel on international assignment.
- 4.3 Meet any legal obligations imposed on such activity by local governments.
- 4.4 Meet due diligence requirements of the University.
- 4.5 Minimize the risk to the University of any known legal liability.
- 4.6 Include recognition of: University authority over the use of its name and trademarked properties in international settings; any University policy on commercialization; and University policy on intellectual property.

5. Financial Issues

The activity should:

- 5.1 Minimize the risk to the University of any known financial liability.
- 5.2 Include appropriate provision for the costs of adequate University infrastructure to operate the program.

- 5.3 Be undertaken on a break-even or profit basis, or be underwritten by a cross-subsidy from another international initiative.
 - 5.4 Provide the opportunity to make contacts that will assist in University fundraising.
 - 5.5 In the case of revenue generation projects, include a provision that net revenues be channelled into University non-recurring rather than base funds for revenue sharing within the University.
 - 5.6 In the case of revenue-generation projects, include a provision for revenue sharing within the University to be determined in advance.
 - 5.7 In the case of projects that yield tuition revenue, include a provision that a proportion of the revenues be allocated to student bursaries.
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