



AGREEMENT

Between

RAMAPO COLLEGE OF NEW JERSEY

And

SCHOOL OF INTERNATIONAL RELATIONS

SAINT PETERSBURG STATE UNIVERSITY

In recognition of the common interest in strengthening international education and international exchanges that is shared by Ramapo College of New Jersey and the School of International Relations at Saint Petersburg State University (SPSU), this Agreement provides for a flexible framework within which the two institutions undertake a relationship for educational exchange.

I. OBJECTIVE

The objective of this relationship is to enhance achievements in research and cultural development of both institutions through the promotion of systematic, continuing scholarly exchange opportunities for faculty and professional staff to participate in instruction, curriculum development, research and service, and for visiting students to pursue academic programs.

II. EXCHANGE VISITOR CATEGORIES

As resources may permit, five types of exchanges may be undertaken. In all cases, the designated administrator will agree upon specific goals and desired outcomes before the visit.

The period of appointment to any of the following categories will be specified at the time the invitation is issued. Appointment to any of the following categories will make available to the Visitor the same academic resources and supporting services at the host institution which are normally provided to individuals of the same academic level in the

department visited. If it is anticipated that the costs of the proposed activity of an Exchange Visitor will exceed the normally available institutional resources, the source of the payment of these costs will be negotiated prior to approval of the visit.

Areas of exchange include all compatible academic areas. Exchanges may occur on the undergraduate and the graduate levels.

A. Visiting Professors

Visiting Professors shall engage in teaching and/or scholarship and curriculum development related to the needs of the instructional and research programs of the host institution. Teaching assignments for visiting professors to Ramapo College may be two to three courses each semester. Where possible and appropriate, SPSU faculty may be assigned to non-contract teaching periods (e.g., Summer sessions). Ramapo College faculty teaching loads at SPSU will be established prior to the exchange.

B. Visiting Scholars

As circumstances and resources permit, individuals nominated by one institution to receive special training in research or to pursue a specific area of curriculum development or scholarship at the other institution shall, subject to the approvals required by the host institution, be invited to join the appropriate academic unit there as a Visiting Scholar for variable periods.

Each institution will prepare a profile, as necessary, to supplement web-based information about their programs, research areas, and faculty in order to facilitate scholarly collaborations. In addition, each institution shall share information about new programs with the other with the intent of creating new areas of potential cooperation and exchange.

C. Visiting Students

With the recommendation of the home institution and the approval of the host institution, qualified students from each institution will be accepted at the other as Visiting Students for the purpose of pursuing an approved course of instruction. Under these circumstances students will register at their home institutions.

Parity in the numbers of exchange students within a two-year cycle is essential. Ramapo College's hosting of students from SPSU is dependent on an equivalent number of Ramapo College students studying at SPSU. Mutually agreeable equivalencies will be explored as needed. An agreement for the transfer of academic credits from one institution to the other will be formed as needed. Exchange students pay tuition at their home campus but must pay room, board, and some local fees at their host campus.

D. Visiting Administrators

Visits and exchanges between administrators, professional, and classified personnel from each institution will be accepted for mutually agreeable periods and purposes. Such exchanges are not limited to visits associated with the renewal of this agreement, but may occur at any time in order to facilitate cooperation between the two institutions.

E. Team Visits

Resources permitting, Ramapo College will nominate curricular faculty teams to visit SPSU for short periods for curriculum development, teaching, consulting, joint research, and grant proposal development. Goals and desired outcome will be specified and approved before the visit.

III. PAYMENT AND TRAVEL COSTS

Payment to the Visiting Professor/Scholar by the host institution will be related to the services performed by the Visitor and will be consistent with the policies of the host institution. The source of this payment will be negotiated at the time of approval of the visit. Overseas transportation costs to the host campus of the Visiting Professor/Scholar will normally be the responsibility of the home institution. Travel costs within the host country during the visit will be met by the host institution to the extent that its policies and resources permit, and will be negotiated prior to approval of the visit. Visitors to SPSU arriving at the airport will be met and escorted by SPSU staff. Visitors to Ramapo College will be met at the airport and transported to the Ramapo College campus.

IV. HOUSING AND MEALS

Each institution agrees to provide housing. Other facilities, which may be needed, in the planned study or research must be negotiated prior to approval of the visit. Whether faculty will receive sufficient local pay to buy food or whether meals will be provided will be negotiated prior to the visit.

V. SPOUSES AND DEPENDENTS

The obligations of the parties under this agreement are to the participants only and are not inclusive of spouses and dependents. Additional expenses incurred by accompanying spouses and dependents are the responsibility of the individual.

VI. MEDICAL INSURANCE

Medical insurance status and repatriation expenses of visiting faculty, staff, and students must be clarified and agreed to by each institution prior to approval of their visit.

VII. EXCHANGE OF MATERIALS

Each institution will provide descriptions of its curricula and research programs beyond data available on the respective web sites, as needed. Scholarly publications by faculty and students, reports of university activities, and other pertinent institutional information will be exchanged in response to faculty and student interest at each institution. Directors of major academic support services at the two campuses, such as libraries, computing, and telecommunication centers, will seek paths of mutual assistance and program development as appropriate. Each institution will provide assistance in securing materials desired by the other.

VIII. JOINT COLLABORATIONS

Ramapo College and SPSU will seek to develop collaborative programs in the following:

- Publications;
- Grants;
- Web sites;
- Research projects;
- Conferences and symposia;
- Distance Learning projects.

IX. ADMINISTRATION OF THE PROGRAM

The Directors of the present Exchange Program will be the Vice President (SPSU) and the Executive Director of the Roukema Center for International Education (RC) who will take responsibility for the coordination and administration of the Program. It will be the responsibility of each Director to provide the other with information about the academic background, record and interests of the proposed participants in these exchanges. The host institution will reserve the right to review the resumes of potential faculty participants and to select the scholar or scholars to visit. It is understood that both institutions will nominate individuals of high scholarly quality or promise who meet the needs of the host institution. Invitations to visitors will be subject to all approvals normally required at the receiving institution.

Proposals for the next year's exchanges will be prepared and reviewed in the Fall of each year for the next academic year. Through the two Directors of the Program, the institutions will exchange information about their opportunities and specific need for the period designed along with an identification of the resources, which will be available to support the sending, and receiving of visitors at each campus.

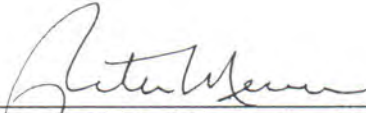
Plans for the exchange in the year beginning September 1 will be submitted for approval through the Directors to the Provosts of each institution by May of that year.

The number of Visiting Students to be admitted for the following year will be determined by mutual agreement between the two institutions prior to April 1 of each year. The number will be determined by the availability of openings in the program sought, the financial resources available to each of the institutions, and the number of qualified applicants. Any additional costs beyond tuition and fees will be negotiated prior to approval of the exchange.

X. INSTITUTIONAL COMMITMENT TO EXCHANGE PROGRAM DEVELOPMENT AND RESOURCE GENERATION

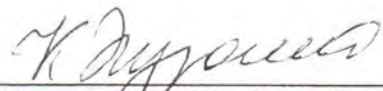
We look forward to a long and productive academic relationship as cooperating institutions. Each institution agrees to provide a reasonable and consistent level of support to the exchange program as its resources permit. However, it is recognized that in order to realize much of the potential of this relationship, resources not normally available at the institution will be required. On the basis of this Agreement, both institutions will undertake to seek the additional resources from appropriate sources in their countries, which will make it possible to increase the variety and the capacity of this relationship.

The period of this Agreement shall be five years beginning on the date of the signing of the Agreement. Should there be mutual desire to do so, the Agreement will be renegotiated and extended in five years. This Agreement may be amended by mutual consent at any time: it may be terminated by either institution at the end of any academic year by notice to the other received by February 1 of that year.



Dr. Peter Philip Mercer, President
Ramapo College of New Jersey

November 5/08
Date



Dr. Konstantin K. Khudoley, Dean
School of International Relations/Provost
Saint Petersburg State University

December 29/2008
Date

Управление Международных связей СПбГУ						
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Дата	_____			Регистратор	