











MOUNT ALLISON UNIVERSITY  
MEETING OF THE UNIVERSITY SENATE

April 14, 2020, 2:00 p.m.

via Microsoft Teams

**Appendices to the Minutes**

- Report from the Academic Matters Committee
- Report from the International Programs Committee

**Academic Matters Committee**  
Report for Senate, April 17, 2020

This report contains recommendations for the changes to academic regulations and academic programs effective under the 2020- 2021 academic calendar, unless otherwise indicated:

1. **VISUAL AND MATERIAL CULTURE (VMCS)**
  - a. **Minor in Visual Communication and Culture**
  - b. **Cross-listed courses in Visual Communication and Culture**
2. **ACADEMIC PROGRAMS: 11.9 Certificate in Theatre Arts**
3. **ACADEMIC PROGRAMS: 11.9 Certificate in Visual Literacy and Culture**
4. **ADMISSIONS: 3.7 English Requirements**
5. **ACADEMIC REGULATIONS: Distribution Requirements (CENL & DATA)**
  - a. **ACADEMIC REGULATIONS: Distribution Requirements 11.2.2**
  - b. **ACADEMIC REGULATIONS: Distribution Requirements 11.3.2**
  - c. **ACADEMIC REGULATIONS: Distribution Requirements 11.5.3**

*Note: additions/changes are indicated in bold text, deletions are indicated with strikethrough.*

The Academic Matters Committee recommends approval of the following changes to academic regulations effective under the 2020-2021 calendar:

1. **Visual and Material Culture**
  - a. **Minor in Visual Communication and Culture**

**Description:** The Minor in Visual Communication and Culture offers cross-cultural and interdisciplinary programming that encourages students to develop a comparative perspective on visual expression, communication, and culture. It is designed to complement degrees in Art History, Canadian Studies, Classical Studies, Commerce, Drama, Fine Arts, French Studies, Geography, German Studies, Hispanic Studies, History, International Relations, Music, Psychology, and Religious Studies.

Students will be exposed to images, visuality, viewing practices, and visual culture as manifested in various historical periods from ancient times to the Information Age and geographic areas within and beyond Canadian borders. In their courses, students will encounter a wealth of visual materials (including book illustrations, films, graphic art, maps, multimedia art, paintings, performances, photographs, and sculptures), while learning how visual culture is apprehended and interpreted in a range of disciplines and fields of enquiry (such as archeology, archival studies, art history, book history, cartography, curatorial studies, commemorative culture, digital humanities, historiography, illustration studies, museology, musicology, print culture, and text-image theories). Students will moreover develop visual analysis skills that are of outmost importance in our image-pervaded world and examine the institutional frameworks that impact the production, circulation, and reception of visual culture.

The Minor in Visual Communication and Culture fosters critical engagement with the art world, consumer practice, the creative industries, the digital realm, politics, and popular culture. It will be an asset not only to students who wish to continue their studies at the graduate level but also those who seek post-graduation employment in the following fields: the arts, culture, and creative industries; communications and media relations; government and not-for-profit leadership; heritage and conservation; journalism and publishing; tourism; and marketing and advertising. Being able to proficiently decode and interpret various types of images produced in different cultural contexts and for a range of purposes, to appreciate them not only in their aesthetic appeal but also as carriers of meaning and persuasive devices will give students a clear advantage in their post-graduation endeavours. This training is relevant in that it will also enable students to develop a thorough understanding of the functioning mechanisms of social media, to better navigate digital domains, and to acquire skills transferable to the workplace.

Core courses are designed to provide theoretical and contextual knowledge of visual culture. One of the second-year core components, CANA 2201 Experience the Arts, provides students with an opportunity to practice their visual analysis skills while critically engaging with on campus performances, exhibitions, and cultural repositories. To encourage students to sample different approaches to visual expression, communication, and culture, complementary courses are classified under seven streams: 1) Art Historical, Visual, and Cultural Contexts; 2) Visuality in the Performing Arts; 3) Media and Popular Culture Studies; 4) Archeological and Classical Contexts; 5) Indigenous Perspectives; 6) The Arts, Culture, and Creative Industries; and 7) Images and Visual Representation in Cultural and Geographic Settings.

**Rationale:** Minors in Visual Culture are popular staples of academic programming in universities located throughout Canada and abroad. The proposed Minor in Visual Communication and Culture will thus fill in a conspicuous void in the program options we offer our students, and it will serve this purpose using a foundation course (Introduction to Visual Culture: The Power of Images and Viewers), two core courses at the second-year level, existing courses from a range of disciplines, and a capstone course. As our counterparts in Visual Culture at the University of Toronto Mississauga recently noted, “[i]n today’s world, global cultures are visual cultures.”<sup>[1]</sup> To be successful in navigating careers and personal lives, students must acquire the critical and analytical skills required to expertly decode visual communication, describe and interpret images and visual representation, and grasp the impact of visual culture. Furthermore, projected growth areas in the New Brunswick and Canadian economies include industries that involve visual expression, communication, and culture, such as the arts, culture, and creative sectors.

Mount Allison University is uniquely qualified to offer this Minor due to a sizable concentration of faculty researching and teaching in the area of visual culture and its related fields. A distinctive aspect of the Minor in Visual Communication and Culture is its wide-ranging coverage of timeframes and geographic loci of production due to available faculty expertise. The Minor in Visual Communication and Culture takes moreover advantage of local resources. The Ralph Pickard Bell Library, the Motyer-Fancy Theatre, and the Owens Art Gallery are only three examples of the spaces that *house* and cultivate visual and material cultures in our close proximity, which have inspired a place-conscious pedagogical approach to the subject and support investment in experiential learning.



On October 31, 2019 our foundation course (VMCS 1201), capped at 80 students, was full, and it had a waitlist of 21 students. This suggests to us that our students are interested in building their visual literacy skills and learning about visual culture.

**The Minor in Visual Communication and Culture is 24 credits earned as follows:**

**Core 15 credits:**

- 3 from VMCS 1201**
- 3 from CANA 2201, VMCS 2111**
- 3 from VMCS 3201, EXPL 3001**
- 6 from VMCS 1801, 2111, 3241, 3811, 1991, 2991, 3991, 4950, 4951, 4991**

**9 credits from any one of the following streams as indicated below:**

***Art Historical, Visual, and Cultural Contexts***

- 9 from FINH 2101, 2111, 3031, 3051, 3061, 3071, 3081, 3141, 3241, HIST 1681, PHIL 2401, SPAN 4201, VMCS 3101**

***Visuality in the Performing Arts***

- 9 from DRAM/ENGL 1701, DRAM 2161, 3001, 3161, 3201, 3301, GERM 2811, MUSC 3281**

***Media and Popular Culture Studies***

- 9 from CANA 2211, ENGL 3621, FREN 2801, GERM 2701, HIST 4001, RELG 1661, 3971, SOCI 3451**

***Archeological and Classical Contexts***

- 9 from CLAS 1651, 2501, 2521, 2531, 3501, 3511, 3621, 3631, 3721, 3731, HIST/CLAS 2051**

***Indigenous Perspectives***

- 9 from CANA/HIST 2801, CANA 3111, 3231, 3831, INDG 1001**

***The Arts, Culture, and Creative Industries***

- 9 from CLAS 3801, COMM 3271, 4301, HIST 3861, 4901**

***Images and Visual Representation in Cultural and Geographic Settings***

- 9 from CANA 1011, 4201, 4611, FREN 1811, 1821, 3301, 3771, HIST 1661, 3361, 3721, POLS 4200, RELG 2841, 3311, 3321, 3671, SPAN 1801, 1811**

***Note 1: At least 6 credits must be from courses at the 3/4000 level***

***Note 2: Students are responsible for ensuring that they have the necessary pre-requisites.***

**Other calendar entries affected: Add Minor to list of Minors available for B.A. in section 11.2.21. and to the list of Minors Available for the Bachelor of Commerce in 11.5.7.**

The Academic Matters Committee recommends approval of the following changes to academic regulations effective under the 2020-2021 calendar:

**b. Cross-Listing of Courses:**

**FREN 1801 / VMCS 1801**

## Paris, City of Light

This course introduces elements that define the essence of Paris through a series of literary and cultural snapshots. Using multimedia presentations of the Parisian cultural landscape and a broadly interdisciplinary perspective, lectures explore the development of a vibrant and unique urban centre that has always been a magnet for creative minds and cultural fervour. It uses drawings, engravings, paintings, maps, texts, songs, and film to investigate what is perceived as the singularity, timelessness, and seductive appeal of Paris. (Format: Lecture 3 Hours) [Note 1: Language of instruction is English.] [**Note 2: This course is cross-listed as FREN 1811 and may therefore count as three credits in either discipline.**] (Format: Lecture 3 Hours)

**Rationale:** Designed and taught by Christina Ionescu, who is now cross-appointed to the Visual and Material Cultures Programme, FREN 1801 is a cultural studies course. Its primary focus has always been visual culture, as the calendar description suggests, though journalistic writing plays an important role in providing context for the visual documents studied in the course. In practice, there will be no changes to course content, and the course has always been taught in English. The cross-listing of the course, however, will enable VMCS students to see how visual culture as an approach is being applied to a living document and global city—Paris. FREN 1801 / VMCS 1801 will thus complement perfectly VMCS 1201 (Introduction to Visual Culture) and due to its high visual content, the course will play an important role in the proposed Minor in Visual Communication and Culture.

Other calendar entries affected: **Update cross-listing for FREN 1811 in Section 12.**

**FREN 3811 / VMCS 3811**Word and Image / Texte et image **Images and Texts / Images et textes**

Prereq: second-year standing; or permission of the Department

This course explores the intersection of verbal texts and visual arts in Francophone literature and culture from the Middle Ages to the twenty-first century. It adopts an interdisciplinary approach to examine how, different yet inseparable, words and images have always interacted with each other in a variety of ways and forms such as verbal portraiture, literary references to pictorial works, engravings and photographs used as illustrations or book covers, and the use of words in paintings. [Note 1: Language of instruction is English.] [**Note 2: This course is cross-listed as FREN 3811 and may therefore count as three credits in either discipline.**] (Format: Lecture 3 Hours)

**Rationale:** Designed and taught by Christina Ionescu, who is now cross-appointed to the Visual and Material Cultures Programme, FREN 3811 is a course with high visual content. As part of the curriculum renewal following the external review of the department, the French section approved a change in pre-requisite and language of instruction for this course to make it more accessible to students from disciplines other than French Studies. Due to its subject and the instructor's interests, the course can serve equally well the Visual and Material Cultures Programme without any changes in its content or delivery method.

Other calendar entries affected: Update Cross-Listing for FREN 3811 in Section 12.

The Academic Matters Committee recommends approval of the following changes to academic regulations effective under the 2020-2021 calendar:

**2. NEW UNDERGRADUATE CERTIFICATE – 11.9 CERTIFICATE IN THEATRE ARTS**

The Drama Studies Program is proposing a new embedded undergraduate Certificate in Theatre Arts. This certificate will focus on the practical aspects of theatre and drama and highlight synthesis and practical application of many facets of Theatre Arts.

With courses in acting, directing, production, design, as well as the capstone DRAM 4011 course and the production practicum course, students will be immersed in experiential learning as they hone their craft and learn about the myriad aspects of theatre.

Students wishing to complete this certificate must start with the pre-requisite DRAM 1701 (Introduction to Drama), where they will be introduced to the many elements mentioned above. DRAM 1701 will then be 3 credits of 15 credits necessary to qualify for this certificate.

**Students may choose 15 credits from the following courses:**

- DRAM 1701 (Introduction to Drama)**
- DRAM 2151 (Introduction to Acting)**
- DRAM 2161 (Technical Production)**
- DRAM 3151 (Principles of Directing)**
- DRAM 3161 (Theatre Design)**
- DRAM 4011 (Advanced Theatrical Interpretation) \***
- DRAM 2669, 3669, 4669 (Production Practicum) \***

**\*DRAM 4011 - Students may register for this course more than once, provided the subject matter differs.**

**\*DRAM x669 – Each of 2669, 3669, and 4669 are worth one credit.**

**Drama Majors take all three, which adds up to 3 credits on their transcript.**

**Drama Minors (or any interested students) may take all three, or one or two.**

The Academic Matters Committee recommends approval of the following changes to the academic regulations effective under the 2020-2021 calendar:

**3. UNDERGRADUATE CERTIFICATE – 11.9 CERTIFICATE IN VISUAL LITERACY AND CULTURE**

**Recommendation to add two data science courses to the certificate in Visual Literacy and Culture program, as follows:**

**1) DATA 3001 - Data Visualization and Communication**

**UNDER: Theoretical, Methodological, Disciplinary Approaches**

**2) DATA 3101 - Data Acquisition and Organization**

**UNDER: Experiential, Applied Approaches**

**Rationale:** There are close connections between data visualization and visual literacy. The two courses approved by Senate at its March 2020 will fit perfectly into two extant categories of the Certificate in Visual Literacy and Culture.

The Academic Matters Committee recommends approval of the following changes to the academic regulations effective under the 2020-2021 calendar:

**4. 3.7 ENGLISH REQUIREMENTS - ACCEPTING DUOLINGO ENGLISH TEST (DET) AS PROOF OF ENGLISH LANGUAGE PROFICIENCY**

As English is the primary language of instruction at Mount Allison University, students must possess a mastery of English sufficient to communicate effectively, follow lectures, and write assignments and examinations in English. All applicants will be required to provide evidence of English language proficiency. This evidence may take one of the following forms:

- a. Successful completion of at least three years of instruction in Canada at a secondary institution as recognized by Mount Allison University
- b. Successful completion of at least 30 credit hours (or equivalent) at a post-secondary institution as recognized by Mount Allison University where English is the primary language of instruction
- c. TOEFL score of 213 (computer test) 580 (paper test) or 90 (internet test) with no band score lower than 20
- d. Michigan English Language Assessment Battery MELAB score of 85%
- e. International English Language Testing System (IELTS) score of 6.5 with no band score lower than 6
- f. Completion of the ELS USA Program with a score of 109
- g. Canadian Academic English Language Assessment CAEL (or CAEL CE) with an overall score of 70, and no sub-test result below 60
- h. Certificate of Proficiency in English (CPE) by Cambridge Assessment English with a minimum Cambridge English Score of 176.
- i. Certificate of Advanced English (CAE) by Cambridge Assessment English with a minimum Cambridge English Score of 176.
- j. Pearson Test of English Academic (PTE Academic) score of at least 60 with no individual score less than 51.
- k. **Duolingo English Test (DET) with a minimum overall score of 110**

**Rationale:** The Duolingo test allows for an efficient and secure alternative to traditional ESL exams such as TOEFL, IELTS or Cambridge Exams. Students are allowed to take the exam at their homes, under strict virtual surveillance. Currently there are 23 Canadian institutions accepting this ESL exam for their undergraduate admission purposes. The list can be found here: <https://englishtest.duolingo.com/institutions>

Furthermore, the coronavirus (COVID-19) continues to present many challenges. We are aware that some applicants are experiencing difficulty registering for English language proficiency tests like IELTS or TOEFL. The Duolingo English Test will enable us to continue verifying ESL proficiency, which does not require visiting a test centre.

The score of 110 is equivalent to IELTS 6.5 which is the current admission requirement for direct entry into Mount Allison University. UNB, Queen's, St. Thomas and Bishop's all require 110 for direct entry.

The Academic Matters Committee recommends approval of the following changes to the academic regulations effective under the 2020-2021 calendar:

## **5. 11.2 ACADEMIC REGULATIONS - DISTRIBUTION REQUIREMENTS**

Previously approved Community Engaged Learning (CENL) and Data Science (DATA) courses need to be added to the following Distribution Requirements lists:

- a. Distribution Requirements 11.2.2 (add CENL and DATA)
- b. Distribution Requirements 11.3.2 (add CENL and DATA)
- c. Distribution Requirements 11.5.3 (add CENL)

Data Science will fall under Science

Community Engaged Learning will fall under Humanities

### **a. 11.2.2 Distribution Requirements**

Six credits must be earned from each of the following lists:

#### **Arts and Letters**

Art History

Drama

English

Fine Arts

French Studies

German Studies

Hispanic Studies

Japanese Studies

Linguistics

Museum Studies

Music

Visual and Material Cultures

#### **Humanities**

Canadian Studies

Classics

**Community Engaged Learning**

Greek  
History  
Indigenous Studies  
Latin  
Philosophy  
Religious Studies  
Visual and Material Cultures  
Women's and Gender Studies

**Social Sciences**

Commerce  
Economics  
Geography and Environment (GENV)  
Indigenous Studies  
International Relations  
Political Science  
Sociology  
Women's and Gender Studies

**Sciences**

Biochemistry  
Biology  
Chemistry  
Computer Science

**Data Science**

Geography and Environment (GENS)  
Mathematics  
Physics  
Psychology

**b. 11.3.2 - Distribution Requirements**

**11.3.2 Distribution Requirements**

Six credits must be earned from each of the following lists:

**Arts and Letters**

Art History  
Drama  
English  
Fine Arts  
French Studies  
German Studies  
Hispanic Studies







April 14, 2020

Report from the International Programs Committee

This report contains two motions.

Motion 1: that, on the recommendation of the International Programs Committee, Senate approve establishing an exchange program partnership between Universidad San Francisco de Quito (USFQ), Cumbaya, Ecuador and Mount Allison University (Proposal and Agreement attached).

Motion 2: that, on the recommendation of the International Programs Committee, Senate approve establishing an exchange program partnership between Nordakademie, Hamburg, Germany and Mount Allison University (Background document and Agreement attached).

## **MOTION FOR THE ESTABLISHMENT OF AN EXCHANGE PROGRAM PARTNERSHIP WITH UNIVERSIDAD DE SAN FRANCISCO DE QUITO (ECUADOR)**

### **CONTEXT**

Adam Christie and Robin Walker met Mateo Saenz Jinhoso, Coordinator of International Relations at USFQ, at a CBIE conference in Halifax in November 2017. At this initial meeting, we found many commonalities between our two universities and both universities were hoping to establish additional partnerships (MTA in Latin American and USFQ in Canada). After this initial meeting, follow-up via emails were sent and communication about a possible partnership continued. Dr Lauren Beck was doing research in Quito in April 2018 and she offered to visit the campus and meet with Mateo and colleagues in the International Office. Additionally, Mark Lasanowski, visited in September 2018 while he was doing some recruitment in Latin America for MTA. In April 2019 Robin Walker did a full site visit of USFQ and spent the day on campus in meetings with staff in the International Office to learn more about how USFQ and MTA could become partners and we discussed possible opportunities for collaboration and the establishment of an exchange. USFQ has been discussed at International Programs Committee meetings several times.

### **OVERVIEW USFQ**

The USFQ is ranked among the best universities in Ecuador, classified in the highest category (Category A) by the National Council for Evaluation and Accreditation of Higher Education CONEA, being the only fully private university in Ecuador in this category. USFQ is considered to be the # 57 ranked university in Latin America. Each year, the campus vibrates with 8,393 undergraduate and graduate students from more than 80 nationalities and countries (including 500 indigenous students and 1,000 international students), 967 teachers and staff, 10 colleges and academic schools and 51 careers.

Founded in 1988, USFQ is an Ecuadorian University of Liberal Arts. They seek excellence both in academia and in research and creativity.

### **RATIONALE**

The proposed exchange with USFQ stands to nicely complement Mount Allison's existing exchange with PUCV in Valparaiso, Chile (established in 2017). While PUCV is a great option for MTA students who wish to study in Latin America, we would like to have another option for MTA students on the continent. This is where the USFQ stands to come in. USFQ is a liberal arts university on the outskirts of Quito in a safe neighbourhood called Cumbaya. It offers many similar programs to MTA and although 50% of the courses are offered in Spanish (50% in English), there is a Spanish test that will determine what courses students can enrol in prior to the start of their exchange. Some courses require an advanced proficiency while others don't require such a high level of Spanish to attempt the course.

In addition to the exchange program at Cumbaya, the university has two Research Institutes of significant interest. One is called USFQ Galapagos San Cristobal and the other is called the USFQ Tiputini in the Amazon. There is potential to add a research opportunity to an

exchange for students. There is also the potential for a MTA faculty member to gain access to the research station and set up a field school course for MTA students during the spring/summer months.

There are regional travel advisories for some provinces currently in Ecuador as well as several travel advisories for cities and rural areas. None of them are for the region where Quito is located. Although Cumbaya is, by all accounts considered a safe neighbourhood, any MTA students interested in going to USFQ on exchange would need to be an experienced traveler and have had experience traveling alone before. In addition, all exchange students are placed in carefully selected homestays in safe neighbourhoods and live with host families for the duration of their exchange, they would be traveling on public transportation to other neighbourhoods in the city to get to/from campus each day.

**\*\* Summary Profile USFQ on next page \*\***

## Universidad de San Francisco do Quito (USFQ) ECUADOR University Profile

### Quick Facts:

- Founded in 1988
- It is the first private university in Ecuador
- It was founded by US trained physicist Santiago Gangotena with 122 students and 12 professors
- Currently enrolled 8,500 students
- 1000 international students attend each year
- Language of instruction:
- 400 full time and 300 part-time faculty
- 10 Colleges:
  - College of Administration and Economics
  - College of Architecture and Interior Design
  - College of Hospitality, Culinary Arts and Tourism
  - College of Biological and Environmental Sciences
  - College of Social Sciences and Humanities
  - College of Communication and Contemporary Arts
  - College of Health Sciences
  - College of Music
  - College of Jurisprudence
  - College of Sciences and Engineering

### Rankings:

- #1 in Ecuador
- #QS World University Rankings (2016): #57 in Latin America

### Spanish Proficiency:

It would be required that MTA students going to USFQ on an exchange program have successfully completed at minimum SPAN 2001 and SPAN 2011 prior to the time of application. While MTA students going on exchange to USFQ could take the majority of their courses in English, it would be ideal for students to take a combination of both courses offered in Spanish and in English while on exchange. Additionally, it would be important that students can still function in everyday society and navigate daily life in Spanish.

### Spanish Exam

In order to evaluate our EPE (Spanish as a Foreign Language) students, the DLE at USFQ (Department of Foreign Languages) has prepared an online exam to test a variety of language skills including: listening comprehension, reading comprehension, grammatical and lexical skills. According to the total number of correct answers, the student will receive a placement exam score, which will be used to determine which courses the student is prepared to enroll in. This same exam will be used for placement in EAI (International Advanced Spanish) courses.

Spanish placement exam scoring:

- Basic Spanish: 0 to 45 points
- Intermediate Spanish: 46 to 70 points
- Advanced Spanish: 71 to 90 points
- Spanish fluency / close to native: 91 to 100 points

International students who wish to register for regularly offered USFQ subjects taught in Spanish must acquire an advanced Spanish score (71 and above) on the placement exam. They should, as well, be prepared to dedicate extra time to these classes in order to do their best, especially in subjects that include technical or specialized language.

**Semesters:**

- Fall Semester (early-August to late-December)
- Spring Semester (early-January to late-April/early-May)
- Summer Semester (June-July)

**Credits**

- Exchange students are permitted to take courses across USFQ. At USFQ, one unit (credit) is roughly equivalent to one hour instruction per week. There are a small number of English courses offered (approximately 10% of courses are offered in English). Most of the courses at USFQ are 4 credits each, which consist of 3 hour in class per week. The full-time course load per academic term is 20 credits (5 courses).

## **STUDENT EXCHANGE AGREEMENT**

**BETWEEN**  
**MOUNT ALLISON UNIVERSITY, SACKVILLE, NEW BRUNSWICK, CANADA**  
**AND THE**  
**UNIVERSIDAD SAN FRANCISCO DE QUITO USFQ, CUMBAYA, ECUADOR**

### **ARTICLE I: PARTIES**

In view of their similar dedication to excellence in teaching, research and community involvement, Mount Allison University (MTA hereafter) and the Universidad San Francisco de Quito USFQ (USFQ hereafter) hereby agree to this Agreement of Student Exchange, with the objective of promoting academic collaboration.

### **ARTICLE II: DEFINITIONS**

- The term “exchange” in this agreement refers to a one-for-one exchange of students between the two institutions.
- The term “home institution” refers to the institution in which the student participant is a full-time degree-seeking student.
- The term “host institution” refers to the university which has agreed to receive the student as a non-degree-seeking exchange student.

### **ARTICLE III: SCOPE OF AGREEMENT**

The following actions will be carried out through this Agreement:

#### **1. Mutual recognition.**

Recognition is given to academic credits granted by both institutions.

#### **2. Student exchange.**

Both universities will receive students, nominated by their respective Offices of International Programs. It is anticipated the terms and conditions of the Agreement apply to undergraduate students.

### **ARTICLE IV: REQUIREMENTS FOR APPLICATION**

Exchange Acceptance will be based on the following requirements:

- a. Students need to have 2<sup>nd</sup> year status or higher (defined as 30 credits or more earned at the time of participation).
- b. For MTA students, knowledge of Spanish at an appropriate level is required. Therefore students will be required to have Intermediate Spanish (SPAN 2111) or the equivalent in

order participate on the exchange. USFQ recommends a minimum of four (4) semesters of college level Spanish for classes at the Cumbayá campus.

c. For USFQ students, knowledge of English/other language at an appropriate level is required. Therefore all applicants will be required to provide one of the following English proficiency scores in order to participate on the exchange: TOEFL iBT 90 with no band score below a 20; IELTS 6.5 with no band score below a 6.

d. Students must meet immigration/visa requirements for student status in the host country. The host institution will facilitate this process by providing information on obtaining a student visa and any relevant documentation.

e. Students must provide evidence that they possess the necessary health, injuries, travel and repatriation insurance required by the respective host institution.

f. USFQ requires a minimum of 2.50 GPA on a 4.0 scale for the Cumbayá campus and a minimum of 2.80 GPA on a 4.0 scale for the Galápagos campus.

g. MTA requires a minimum of 2.50 GPA on a 4.0 scale (or the equivalent).

## **ARTICLE V: TERMS OF THE EXCHANGE**

### **1. Participants**

a. It is expected that students will enroll at the host institution in a full-time course load as a non-degree seeking student (defined as four to six academic courses, or 12-18 credits per semester).

b. The host institution will support students in the registry of courses that they comply with pre-requisites and if spots are available. However, admission to a specific department or course is subject to the student being satisfactorily qualified for the chosen area of study and/or course level, and the availability of courses in the period for which participation is sought.

c. MTA has restriction on the following courses in specific colleges/departments, for exchange students: Aviation.

d. Before the beginning of each academic year, USFQ will inform Mount Allison University of academic restrictions for their students. These restrictions will be informed in the USFQ factsheet.

e. MTA students may not enroll in online or evening courses at USFQ.

f. MTA students can enroll in the Cumbaya or Galápagos campus. Academic programs established in the future are not subject to this agreement.

g. Each exchange under the terms of this agreement shall be for one semester, summer period or one academic year.

h. Participating students agree to comply with the laws of the respective host country and the regulations and policies of the host institution (both academic and behavioral). Any violation will be the responsibility of the student and they will be subject to the penalties established for such violations or misconduct, which may ultimately include removal from the exchange program without refund. The institutions will not be held responsible or be liable in any way for wrongful acts committed by the foreign students inside or outside campus. The institutions will not be held responsible or be liable in any way for wrongful acts committed by the foreign students inside or outside campus. Consequently, the host university will not indemnify the home university or its students for any act not established in this contract. The students while in the foreign country are fully liable under its laws.

## **2. Exchange of Students**

Both institutions will grant tuition waivers to students of the other institution, provided the ratio of exchange is balanced. The target number of students to be exchanged each year is 1 academic year spaces, or the equivalent of 2 semester students. USFQ and MTA will review the program annually for any imbalances in the number of exchange students and will adjust the number of students exchanged the following year, as necessary, to maintain a reasonable balance in the exchange.

- a. Initial selection of students will take place at the home institution. The home institution then nominates the student to the host institution. Nominations shall be made bearing in mind the normal requirements of the receiving institution, which shall decide on the admissibility of the students nominated. The host institution reserves the right to deny admission to any student not meeting its admission criteria or if an imbalance exists.
- b. If there exists an imbalance of more than three year-long exchanges (six semester spaces), the institution that has sent more students will not be able to send more on exchange basis until the balance is rectified. They can, however, continue to send students on a non-exchange (full tuition paying) basis.
- c. Non-exchange students do not count towards the exchange balance, but would have the same academic program and access to services as the exchange students.
- d. Every year each institution will confirm with the other institution the number of available exchange spaces prior to accepting students for the following academic year.

## **3. Financial Arrangements**

Participants will have responsibility for:

- a. Paying their home university tuition and fees prior to participation. Special course fees and specified administrative fees are excluded, and when appropriately charged, will be paid by participants to the host institution.



- b. MTAMTA students must pay room and board expenses at USFQ. USFQ students must pay room and board expenses at USFQ. at MTA
- c. Students must pay for transportation to the host institution and within the host country.
- d. Exchange students will be responsible for their own personal health and hospitalization insurance coverage for the duration of the exchange. Any medical expense that exceeds the coverage provided by such insurance shall be borne by the exchange student and the exchange student's family.
- e. USFQ students attending Mount Allison will automatically be enrolled in and charged for the Mount Allison Students' Union (MASU) health insurance plan. Exchange students may opt out of this plan with proof of alternate coverage under another plan.
- f. Submitting appropriate financial and personal documents required by the host institution for the purpose of issuing appropriate visa documents.
- g. Personal expenses including textbooks and visa fees.
- h. MTA students at USFQ are required to pay a mandatory administrative fee (currently \$275). The current fee rate will be provided by the Inbound student coordinator at USFQ. USFQ students at MTA are required to pay other student organization fees and other fees. These fees will be indicated on the MTA fact sheet provided to USFQ annually.
- i. Payments of any additional fees not specifically waived under this agreement.
- j. In the case of the Galápagos semester program, the exchange student doesn't need to pay for tuition, but needs to pay the corresponding track fee, which includes housing and most meals, on-site orientation with lunch, Quito city tour, academic excursions in the mainland and Galápagos and round-trip ticket Quito-Galápagos. The cost of the track fee will depend on the track chosen and will be communicated by the GAIAS coordinator before the application cycle starts.

#### **4. Obligations of Host Institution**

The host institution will provide incoming students with the following programs and services:

- a. Appropriate documents necessary for obtaining the necessary visa.
- b. Assistance in securing appropriate housing.  
(USFQ does not provide housing directly, but will place visiting students with a family in a homestay arrangement and charge the current rate.)
- c. Academic and other advisory services.
- d. Access to university facilities as full members of the host institution, including library, sports, and student union facilities and organizations.
- e. Each year both institutions will provide necessary details of the academic year, course descriptions, handbooks and all other information to enable students to make an informed choice of subjects to be taken at the host institution.

f. The host institution shall provide upon request, to the Exchange Coordinator, estimated costs which may include the following: travel expenses, housing & meals, medical expenses, textbooks and academic supplies, passport and visa fees, etc.

### **5. Transcripts**

The host institution will provide the home institution with a final transcript from the Office of the Registrar in a timely manner, certifying the student's academic performance provided that the student has met all financial obligations to the host institution. Each university shall assess the academic work completed at the host university and shall award credit to its students in accordance with its own academic policies and regulations.

### **ARTICLE VI: AGREEMENT COORDINATORS**

Each institution designates the following officials to serve as coordinators under this agreement. The individuals designated as coordinators may be revised by either institution by providing written notice to the current coordinators.

For USFQ:

Mateo Saenz  
Director of International Affairs  
Vía Interoceánica s/n y Pampite  
opi@usfq.edu.ec  
593-22971-700 ext 1162

For MTA

Robin Walker  
International Affairs Coordinator  
62 York St., Sackville, NB, E4L 1E2  
[studyabroad@mta.ca](mailto:studyabroad@mta.ca) [rwalker@mta.ca](mailto:rwalker@mta.ca)  
506-364-2176

### **ARTICLE VII: DISPUTES AND JURISDICTION**

The parties submit all their disputes arising out of or in connection with this Agreement to the exclusive jurisdiction of the Courts of Ecuador. This Agreement is governed by and shall be construed in accordance with the laws of Ecuador.

### **ARTICLE X: TERMINATION OF THE AGREEMENT**

This agreement shall take effect upon the approval of the appropriate authorities of both parties. It will be valid for a period of 3 years starting at the date of the last signature entered below. The agreement may be modified by written agreement signed by both institutions. It can be terminated by either party upon previous notification given at least twelve (12) months in advance. Commitments already in progress shall be fulfilled. Both institutions agree to rectify any exchange imbalance remaining upon termination of the agreement within two years of termination. In case of any dispute regarding the students or the agreement, both parties shall agree to attempt to resolve the matter together in a cooperative spirit. If the agreement expires, it can be renewed if both parties agree. While the agreement is under renovation, both institutions can continue promoting the program to their students.



For Universidad San Francisco de Quito:

\_\_\_\_\_

Date:

\_\_\_\_\_

Carlos Montúfar, Ph.D.  
Rector, Universidad San Francisco de Quito

For Mount Allison University:

\_\_\_\_\_

Date:

\_\_\_\_\_

Dr. Jean-Paul Boudreau  
President and Vice Chancellor, Mount Allison University

\_\_\_\_\_

Date:

\_\_\_\_\_

Dr. Jeff Ollerhead  
Vice-President Academic & Research

\_\_\_\_\_

Date:

\_\_\_\_\_

Barb MacIntosh  
University Controller

\_\_\_\_\_

Date:

\_\_\_\_\_

Kim Meade  
Vice-President Student Life and International

## Prospective Exchange Partner Summary Nordakademie, Germany

Nordakademie was founded in 1993 and is the first private university (non-profit corporation) founded and funded directly by the business and industry community in Germany. The university is one of the largest private universities in Germany in the field of business and economics. It is the university's vision and mission to contribute to society and industry through the education and training of their students in the best possible way. The promotion of gender equality, equal opportunities and ecological sustainability are integral parts of university life as well as the curriculum. The university is fully accredited and holds all state and federal licenses and has a reputation for high-quality education. The university's undergraduate campus is located 30 minutes from Hamburg in Elmshorn which is a small community with a population of 50,000 people. The MBA Program operates out of a state-of-the-art campus on the Hamburg waterfront.



*Elmshorn Campus*

*Hamburg Campus*

In 2015, the commission for sustainable development certified Nordakademie in relation to the sustainability codex. As such, corporate social responsibility is a central concern of the university. Fair trade products in the canteen and coffee shop, energy efficient buildings and teaching that incorporates CSR topics are key. As a subscriber to the Charter of Diversity, Nordakademie is also committed to the principle of fairness and equal opportunities. The university is committed to equal opportunities for all students, regardless of gender, disability or origin.

Nordakademie maintains top positions in Germany's most important university ranking (CHE), and received the 2017 award for ecologically sustainable institution, and is accredited by the European, internationally oriented agency for quality assurance and quality development in higher education (FIBAA).

Nordakademie operates in the following areas:

- An undergraduate business program (1680 students)
- An advanced management training – an MBA program distinguished in the nation plus ten additional part-time Master's programs for working professionals (1000 students)
- Continuing education modules with university certificates

- A cooperative PhD
- Research projects on business practices: practice-oriented projects taken directly from the world of business by collaborating with industry.

Nordakademie offers a unique opportunity for Mount Allison University to partner with an excellent small German University and provide opportunities for students in our Commerce program for exchange opportunities as well as allow inbound German students to share their experience with MtA students.

A site visit was conducted last year by Kim Meade and Nauman Farooqi which provided additional information about the fit of Nordakademie with Mount Allison. The team toured both campuses as well as met with their President, faculty and senior administration as well as the International Program staff. There is strong interest at Nordakademie to develop a partnership through an exchange agreement and develop it later to build a 2+2 dual degree program with Mount Allison. A Memorandum of Understanding was signed between the two universities during the visit to provide a foundation for an exchange agreement and future collaboration.

The proposed exchange agreement will allow Mount Allison to develop a partnership with a strong German university and increase our footprint in Europe. The exchange program will allow exchange of students between the two universities as well as faculty exchange and collaborative research opportunities.



**AGREEMENT FOR ACADEMIC CO-OPERATION  
AND STUDENT AND FACULTY/STAFF EXCHANGE**

**between**

**MOUNT ALLISON UNIVERSITY  
(Sackville, New Brunswick, Canada)**

**and**

**NORDAKADEMIE, HAMBURG, GERMANY**

This Agreement is intended to promote cultural exchange and the development of education and cooperation between Mount Allison University (“Mount Allison”) and Nordakademie, Hamburg, Germany (“Nordakademie”), hereafter referred to as “the Institutions.” This agreement subsumes the previous agreement between the institutions signed in 2019.

The Institutions agree to:

- a) develop and implement a program of student and faculty/staff exchange as per the terms and conditions below.
- b) co-operate in the exchange of information relating to their activities in teaching and research in fields of mutual interest;
- c) promote appropriate joint research projects and joint courses of study, including opportunities for joint conferences, colloquia and cultural programs.

**A. Definitions**

1. Host University – the university accepting the exchange student(s).
2. Home University – the university sending the exchange student(s).

**B. Student Exchange**

1. Mount Allison agrees to reserve up to two (2) semester places annually for undergraduate students from Nordakademie. In return, Nordakademie agrees to reserve up to two (2) semester places annually for students from Mount Allison. The number of semester places to be exchanged may be varied by mutual agreement. The parties will review the program annually and will adjust the number of students over the duration of the Agreement, as necessary, to maintain a reasonable balance in the exchange.
2. The normal length of exchange for any undergraduate student shall be one (1) semester. In exceptional circumstances and by mutual agreement, a student may be accepted for

two (2) semester places but in no case will a student be on the exchange longer than one academic year (two semester places) without payment of tuition fees to the Host University.

3. Exchange students will remain registered at the Home University for the duration of the exchange where they will pay all tuition and other academic fees and be exempted from all such fees at the Host University; however, other fees, such as ancillary or student service fees will be paid by the students to the Host University.
4. The Host University shall provide arrangements for on-campus housing for participating exchange students, the cost of which shall be borne by the students.
  - a. The payment for such housing, together for all travel, required university technology or activity fees, medical insurance, medical costs not covered by insurance, books and other educational materials, and food and subsistence costs shall be the responsibility of individual exchange students. Neither university (unless it has agreed otherwise with a given student) shall be held liable for such charges.
5. Exchange students must have successfully completed a minimum of one year of full-time study at the Home University in order to be permitted to enrol in subjects at the Host University for which they meet the prerequisites.
6. The academic standing of such exchange students shall be determined by the Host University. The Host University retains the right of admission and may reject any applicant whose academic or other qualifications for participation in the program are not deemed appropriate.
7. Exchange students will be accorded the same rights and privileges as students at the Host University. Exchange students shall be entitled to the use of the Host University's facilities on the same basis as students of the Host University.
8. Exchange students will be subject to the rules and regulations of the Host University. Any breach of these rules will be dealt with in accordance with the disciplinary policy of the Host University.
9. Recognition for the academic work carried out by the student during the period of the exchange will be at the discretion of the student's Home University. Students participating in this program will continue as candidates for the degree of their Home University.
10. Admission to a specific course is subject to the student being appropriately qualified to enrol in that course, and the availability of resources. Students participating in a program for which proficiency in the language of instruction is a requirement must demonstrate proof of proficiency consistent with the language regulations set out in the Host University's Academic Calendar.
11. Applications for exchange students should be received by the Host University no later than three months prior to the start of the semester in which the student is to enrol. Each institution shall ensure that the required documentation of the Host University is

completed correctly and forwarded in a timely manner, respecting appropriate deadlines at each institution.

12. Exchange students will be responsible for their own personal health and hospitalization insurance coverage for the duration of the exchange. Any medical expense that exceeds the coverage provided by such insurance shall be borne by the exchange student and the exchange student's family.
  - a. Exchange students attending Mount Allison will automatically be enrolled in and charged for the Mount Allison Students' Union (MASU) health insurance plan. Exchange students may opt out of this plan with proof of alternate coverage under another plan.
  - b. Exchange students attending Nordakademie are required to purchase comprehensive travel insurance through a preferred insurance company chosen by Mount Allison University's International Centre prior to departure. Exchange students will show proof of insurance to the International Centre for the duration of their studies at Nordakademie.
  
13. The Home University is responsible for:
  - a. The recruitment and selection of exchange students;
  - b. Notifying the Host University of nominated exchange students;
  - c. Providing exchange students with pre-departure guidance, information, and support.
  
14. The Host University is responsible for:
  - a. Notifying the Home University of any changes to admission criteria for exchange students;
  - b. Providing exchange students with pre-arrival information and a post-arrival orientation;
  - c. Providing exchange students with the documents needed to obtain the appropriate visa/permit, if required;
  - d. Providing exchange students with information on accommodation options available at/through the Host University;
  - e. Providing exchange students with arrival assistance, if required,
  - f. Designating an administrative contact to deal with all correspondence related to this program;
  - g. Providing the Home University with an official transcript for each exchange student at the completion of the exchange.

### **C. Exchange of staff**

1. Faculty members and other research personnel may be exchanged for periods not exceeding one academic year. The Home University undertakes to continue the appropriate salary of the participant. All other financial matters, including travel costs, are subject to individual negotiation, and will normally be the responsibility of the individual and the Home University.
  
2. Exchanges of faculty members and other research personnel are subject to the consent of the relevant department or laboratory at the Host University, and consent through the appropriate channels at the home institution. The conditions of work laid down for each participant are subject to prior agreement in writing. The Host University undertakes to



assist in locating appropriate housing, assisting with immigration formalities, and to supply workspace, library and technical facilities as appropriate.

3. Both parties will encourage the development of collaborative research initiatives between individuals and groups working in each institution.

#### **D. Resolution of Conflicts**

Any differences, conflicts of interests or problems resulted from the application or interpretation of the present Agreement will be solved on a first level by the Coordinators of the Parties, and on a second level by the respective Presidents or those appointed by them. In the case of not being possible an amicable solution, and judicial proceedings are applicable, the Parties agree, expressly waving any other jurisdiction they may be entitled to, to be subject to the jurisdiction and competence of the Courts of Law in the country of the defendant Party.

#### **E. Non Discrimination**

Mount Allison and Nordakademie agree that no person shall on the grounds of race, creed, colour, national origin, or gender be excluded from participation under the terms of this Agreement.

#### **F. Renewal, Amendment and Termination**

1. This Agreement will commence from the date of signing, and continue thereafter for a period of five (5) years, subject to revision or modification by mutual agreement.
2. Amendments to this Agreement may be made at any time, by correspondence, and only when agreed upon by both parties. Any amendments shall be added to the terms as appendices.
3. Either party may terminate this agreement by giving notice in writing to the other institution of no less than six (6) months. Any student who may have commenced at either institution before the date of termination may complete their courses of study by special agreement between the two institutions.
4. The parties shall confer concerning the renewal of this Agreement six (6) months prior to its expiration.
5. All activities carried out under the terms of this Agreement are subject to the availability of appropriate resources at each institution. The parties agree that nothing in this Agreement shall diminish the full autonomy of either institution nor will any constraints be imposed by either upon the other in carrying out this Agreement.



**For Mount Allison University:**

**For Nordakademie:**

---

Dr. Jean-Paul Boudreau  
President & Vice-Chancellor

---

Dr. Stefan Behringer  
President

---

Dr. Jeff Ollerhead  
Vice-President Academic & Research

---

Ms. Barb MacIntosh  
Controller

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**CONTACT INFORMATION:**

**CONTACT INFORMATION:**

Ms. Robin Walker  
International Affairs Coordinator  
Mount Allison University  
Sackville, New Brunswick  
E4L 1E2 Canada  
Email: [rwalker@mta.ca](mailto:rwalker@mta.ca)  
Telephone: +1 (506) 364-2176  
Web: [www.mta.ca/international](http://www.mta.ca/international)