

# INTERNATIONAL CENTRE COUNCIL

(approved by Senate on March 25, 1993; amended May 26, 1999; amended March 22, 2016)



## I PREAMBLE

Queen's University recognizes that an international dimension – recruiting and supporting International students and faculty, assisting Canadian students to study abroad, promoting research and all other forms of international co-operation – is essential to the role of a university.

The International Centre is dedicated to fostering international understanding and goodwill; it is a meeting place for people from every land, a place where visitors are welcome and friends gather. With this role in mind, and in recognition of its responsibilities to the University community and the larger community in the Kingston area, the Centre's goal is to work toward the establishment of an internationally informed and cross-culturally sensitive university community.

The International Centre strives to meet this goal by:

1. welcoming and assisting international students and their families at Queen's during their stay;
2. encouraging students, faculty and staff to deepen their international understanding by interacting with international students and ethnic communities in the Kingston area;
3. providing a year-round program of events and activities of a cultural, educational and social nature for the University and the community;
4. developing strategies, programs and projects to enhance the international learning environment at the University by working with interested university departments, offices, groups and individuals; and
5. encouraging students to participate in intercultural programs on campus and in international programs abroad.

## II TERMS OF REFERENCE

### 1. Mandate

The International Centre Council is an advisory group to the Director of the Queen's University International Centre and consists of campus and community stakeholders who broadly support the mission and mandate of QUIC, and specifically work:

- (a) To support the academic and personal development of international students by providing programs and services to enhance student orientation, transition, engagement, wellness, and success;
- (b) To promote an internationally informed and cross-culturally competent university community by enhancing the broader learning environment through out-of-classroom international and intercultural educational and training activities; and
- (c) To enhance opportunities for international students to become active and engaged members of the local community and to benefit from all that the city offers, by forging collaborative partnerships with the city, as well as with local business and community groups.

Broadly, the Council will advise on issues and initiatives related to:

- Personal support services to enhance international student mental health, wellness and safety
- Social and cultural programs to enhance international student living experience, social and recreational opportunities, and cultural transition;

- Academic and learning support programs and services to enhance academic success, leadership development, and employment skill-building opportunities; and
- Intercultural training programs to enhance the competency levels of all campus community members.
- Campus and community engagement opportunities to encourage the exchange of diverse perspectives and to leverage the unique contributions of international scholars for the mutual benefit of our diverse student body, campus and local communities.

## 2. Membership

Council membership shall consist of the following:

Chair of the Council, QUIC Director  
Secretary to the Council, QUIC Administrative Assistant

### Ex-officio Members

- Vice-Provost and Dean, Student Affairs or designate
- Associate Vice-Principal, International or designate
- Director of Human Rights Office or designate

### Regular Members

- One (1) staff representative appointed by the QUIC Director for a (2) year term
- Two (2) faculty representatives appointed by the Senate each for a two (2) year term
- Two (2) student representatives appointed by the Senate each for a two (2) year term
- One (1) faculty representative or delegate appointed by the School of Graduate Studies for a two (2) year term
- One (1) representative of the Alma Mater Society
- One (1) representative of the Society of Graduate and Professional Students
- One (1) representative of a QUIC associated student group, appointed by the QUIC Director
- One (1) Residence don appointed by the Director of Residence Life
- One (1) representative from a community organization with goals compatible with those of the International Centre, invited by the QUIC Director

### Honourary Member

- Churchill Associate, Ed and Anna Churchill Foundation

A general guideline in the selection of members of the Council shall be to ensure that there shall be effective representation from the international student community.

## 3. Meetings

There will normally be four meetings per year – two meetings in each of the fall and winter terms. Additional meetings may be called at the discretion of the Chair. The proposed agenda for the Council meetings will be circulated at least one week in advance of the date of the meeting.

The Council may make recommendations, on areas within its mandate, for the Director of the QUIC to take under advisement.