Navigating International Partnerships in the UC System: A compliance Roadmap

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Agenda

I. Types of International Agreements
II. Managing International Agreements
III. UCLA International Agreements Website
IV. Student Exchange
V. Draft Policy on International Activities
VI. Insurance and Risk Management
VII. Financial Policies on Working Internationally

UCLA

Types of International Agreements

What is an international agreement?

- Binding Master Affiliation Agreement (MAA)
- Memorandum of Understanding (MOU)
- Student Exchange Agreement
- Other

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**UCLA**

**International Institute of Tropical Agriculture - Cameroon**
- Interdisciplinary International Research and Training Center
- MAA to collaborate
- Apply for research funding by multiple US universities
- Student exchange

**Utrecht agreement**
- Faculty exchange
- Student language program
- Joint colloquia & conferences
- Visiting professorship at UCLA in Humanities and Social Sciences

**Peking University**
- Joint Research Institute
- Bilateral student exchange
- 3+2 pilot program
- Collaborative research
- Development of alumni relations
St. Petersburg State University of Information Technologies, Mechanics and Optics

- Collaborative funding for conferences
- Student internships for Russian language exchange students
- Student startup education program exchange
- Developing training and research

UCLA Policy 980

- Delegates final signature authority for binding international agreements, student exchange agreements and non-template MOUs to Vice Provost for International Studies and Vice Provost New Collaborative Initiatives
- Delegates final signature authority to Deans and ORU Directors for non-binding template MOU
- Defines process for review and assent by Deans, especially for any budgetary commitment
- Review team for coordination: 2 vice provosts, Legal Affairs, OIRM, other, depending on activities (Grad Division, C & G, etc)

Principles for the Policy

- Policy defines when an agreement is appropriate and necessary
- Justify commitment of campus resources (personnel, facilities, library resources, IP, etc)
- Identify and address university risks
- Allow coordination with existing agreements across campus (Master Affiliation Agreement and Amendments)
- Ensure consistency with federal, state and university policies
- Set a maximum 5-year expiration
- Make it easy!
Coherent Campuswide Approach

- Acknowledged lines of authority for review, authorization, implementation and assessment
- Single point of entry (mou.international.ucla.edu)
- Different levels of access to agreements for external audience, the larger UCLA community and MOU administrators
- Single repository for all binding and non-binding agreements

Online Application Process and Flow

- Initial inquiry from UCLA faculty or foreign university
- Link to Policy 960 – campus delegation of authority to Vice Provosts
- Frequently asked questions (Is an agreement necessary?)
- Link to online database of active MOUs and international MOU template
- Agreement negotiated and drafted
- Two Vice Provosts review and consultation with campus units
- Final agreement signed, Document archived, Press release generated

What doesn’t it include?

- Research applications for funding (falls under C&G delegation)
- Training of UCLA students for affiliated non-UC facilities such as hospitals, clinics, social service agencies where faculty must be appointed to the faculty (Policy 970 and Academic Regulation 750)
- Establishment of new programs not previously approved (e.g. joint degree Anderson with NUS)
- Substantive Change to mission, objectives, courses, programs, that would create an Academic Senate, possibly UCOP, and WASC accreditation review
International Agreements at UCLA

- UCLA has had 338 international agreements with 59 countries, of which 32 are developing countries
  - 118 University of California EAP student exchange agreements
  - 20 Student Exchange Agreements
  - 103 Memoranda of Understanding
  - 14 Master Affiliation Agreements
  - 83 Other agreements
  - Over 1/3 of all agreements are with developing countries
  - 272 International Agreements active as of January 1, 2013

Student Exchange – The Usual Suspects?

Brazil: Universidade Federal de Santa Catarina
China: Peking University; Hong Kong University of Science and Technology
France: École Normale Supérieure, Institut d’Études Politiques de Paris
Germany: Hertie School of Governance
Japan: Nagoya University
Korea: Seoul National University
Mexico: Centro de Investigación y Docencia Económicas; Universidad de Guadalajara
Netherlands: Utrecht University
Russia: Moscow State University
Singapore: Nanyang Technological University
Spain: Pompeu Fabra University
Switzerland: University of Geneva
UK: University College London-Statistics; University College London-Economics
Student Exchange – An Unbalancing Act

2008-2013

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- Strategic planning vs. Ad hoc
- Course taught in English
- Credit transfer
- Financial aid

Draft Policy on International Activities

- University of California Draft Policy on International Activities (July 2012)
- Proposed to replace the Administrative Guidelines for the Establishment and Operation of Foreign Affiliate Organizations (8/15/2005) and the “Administrative Guidelines for the Establishment and Operation of University of California Foreign Operations” (8/15/2005) (Guidelines)
- Review

Insurance and Risk Management

Insurance Challenges- Scenarios

- Leasing office space or a residence
- Hiring a car, van or bus
- Being loaned a vehicle
- Using a tour agency
- Chartering a vessel
- Hiring in country staff and assistants
- Using independent contractors
International Activity Insurance Considerations

- What coverage does the UC provide abroad?
  - Travel
  - Foreign Liability
  - Foreign Workers’ Compensation
  - Property
  - Auto

What is Required of our International Partners?

- How well developed is the legal system?
- Determine availability of insurance
- Compulsory – what is legally required?
- Comply with Regents Standing Orders 100.4

International Activities

Finding an International Partner

STRONG RECOMMENDATION:
Partner with an in-country university or agency that can facilitate logistics and necessary personnel to support your activity.

Benefits:
- Eliminates tax and employment law issues
- Consolidates payments; reduces cash needs
- Functions as intermediary to govt., other locals
- Resolves a myriad of issues. Worth the cost.
International Activities
“It’s a Jungle/Desert/Mountain Out There”

- Operating in a remote site
- Cash and barter-based economies
- Paying day laborers, guides, cooks
- Tracking expenditures and obtaining receipts

International Activities
Life in the Big City

- Make payment arrangements before leaving
- When to use POs, wires, credit cards, cash
- Monitor delegated authority – leases, contracts, and other commitments
- Other concerns

International Activities
Educating our Campus

Training – Stewardship Roundtable

- UCLA offers quarterly seminars designed to help UCLA managers deal with situational and operational challenges that may arise as they work to support the academic mission and to manage campus resources responsibly, including overseas activities.
- The training is done through analysis and discussion of case studies which highlight a range of issues related to the appropriate use of University resources and involve real-life situations.
- The seminars are hosted by a panel of experts in various disciplines who provide policy guidance on the topics being discussed.
Thank you for your attention