

[GP17] International Student Advisory Committee and Town Hall

The International Student Advisory Committee (ISAC) is a partnership committee created between the Algonquin Students' Association and the International Education Centre (IEC) at Algonquin College to identify, investigate, and diminish barriers to student success that may be unique to international students. ISAC provides town hall meetings for international students to share feedback on the strategies, services, policies, and initiatives that support international students at Algonquin College in a safe and supportive environment. These town halls ensure recommendations from ISAC to senior College leadership represent the greatest number of international students possible across all campuses.

1. The membership of ISAC will be made up of the following.
 - (1) Two (2) co-chairs that represent the partnership between the Students' Association and the College,
 - (1.1) A Students' Association Director, elected by the Directors-Elect at the Board Changeover weekend.
 - (1.2) A staff member of the College, from the International Education Centre.
 - (2) Six (6) international students.
 - (2.1) The students should be diverse, representing different countries of origin and programs of study.
 - (2.2) The students should be recruited with the help of the Students' Association.
 - (a) The SA will promote ISAC on social media channels and posters and host the application on AlgonquinSA.com.
 - (b) Where feasible, efforts will be made to ensure representation from all campuses is present on the committee.
 - (2.3) Student membership on the committee will be a one-year term spanning from September to April.
 - (a) Recruitment for new representatives will typically take place between August and September.
 - (b) Representatives will be selected by the SA Director co-chairing the committee.
 - (c) Student members may serve up to two terms on the committee.

2. The co-chairs of the International Student Advisory Committee have the following responsibilities.
 - (1) Setting the agenda for the meeting,
 - (1.1) Town hall meeting agendas will be shared with students at least seven (7) days ahead of the meeting.
 - (1.2) The co-chair responsible for proposing the agenda priorities for town hall meetings will alternate as follows:
 - (a) Fall Term: Students' Association
 - (b) Winter Term: International Education Centre
 - (2) Acting as facilitators of the meeting and encouraging full participation.
 - (2.1) Keeping the meeting on time to ensure the agenda can be completed,
 - (2.2) Ensuring that action points are acted on,
 - (2.3) Ensuring that motions have a proposer, a seconder, and a vote,
 - (a) In the event of a tie, the motion will be deferred to a new vote at the next meeting.
 - (3) Representing the voice of the Committee to students and senior College leadership, and to other committees and forums when required.
 - (4) Supporting the onboarding and training of new committee members,
3. ISAC will meet monthly from September to May.
 - (1) This includes six (6) committee meetings and two (2) town hall meetings.
 - (1.1) Additional meetings, including campus-specific meetings and town halls, may take place if agreed to by both co-chairs.
4. Town hall meetings will be advertised on all campuses and registration will open at least two (2) weeks prior to the meeting.
 - (1) The IEC and SA teams will both take an active role in promoting the town hall meetings to students.
5. The Students' Association and the International Education Centre will equally share costs of the town hall meetings.
 - (1) The Board of Directors will ensure adequate budget is allotted for at least two (2) town hall meetings within their annual Cost of Governance planning.

Approved: 05/24

Reviewed:

Modified: 08/25
