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# **INTERNATIONAL COLLABORATIONS POLICY AND GUIDELINES**

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## TABLE OF CONTENTS



Introduction .....	3
Choice of Collaborating Partner .....	3
Process .....	4
Procedure .....	5
Rules .....	5
Annexure (Draft MoU) .....	6

## **1. INTRODUCTION**

SIES School of Business Studies is aware of the interconnected world in which we live in. As education has become globalized, collaborative initiatives with foreign institutions have become essential. It helps to achieve the following objectives:

- Create an environment of understanding in a highly globalized world.
- Provide the students with international perspective.
- Prepare world class leaders with a global view.

Such collaborations provide rich opportunities to the students of SIESSBS to understand and appreciate other cultures. It enhances the quality of education received by the students. It also opens the door for faculty collaboration and research.

SIESSBS has mutually beneficial collaboration with ten plus international institutions as of now. It proposes to strengthen the existing ties and also expand further.

## **2. CHOICE OF COLLABORATING PARTNER**

### **2.1 Policy**

SIESSBS's purpose is to promote excellence and ethics. To promote its vision it has entered into collaboration with institutions abroad that share its excellence and values emphasizing mutually beneficial arrangements. In building relations abroad SIESSBS is conscious of its value based education and aims to build relations with organizations that are like minded.

Through such international collaborations SIESSBS aims to promote the formation of managers with global vision.

## **2.2 Areas of Collaborations**

- 1) Broad based Memorandums of Understanding with institutions that facilitate student exchanges, Faculty exchanges and Joint Research. Students are eligible for waivers in credits and fees with these institutions making quality international education affordable and accessible.
- 2) Collaborations that lead to Joint Degrees/ Diploma such as the arrangement with the Binary University, Malaysia
- 3) Collaborations on specific areas
  - a. Supply chain
  - b. Business Ethics and CSR
    - i. Data Analytics

## **3. PROCESS**

### **3.1 Types of Memorandum of Understandings (MOUs):**

Basically, SIESSBS enters into three types of collaborations.

- 1) By signing General MOUs (Given in Annexure) that outline a broad framework for collaboration involving student exchanges, faculty exchanges and research.
- 2) MOUs which leads to a Degree/ Diploma from the international partner.
- 3) Area specific MOUs

**3.2 Process of Signing the International Collaborations:** A committee comprising the Director, The Deans, the Chairperson of International Collaborations and two senior faculty members shall be formed to assess any proposal for International Collaboration. This committee will study the options, keeping in mind the interest

of quality of education, availability of infrastructure, the students and other stakeholders, and give recommendations to the Director on the proposed collaboration. Based on the recommendations the Director will decide on the proposed nature of Collaboration. The Director of SIESSBS is the Authority who signs the MOU for any International Collaboration.

**3.3** The Office of the International Services: Convener of Collaboration Committee at SIESSBS will facilitate the management of International Collaborations. It will work in collaboration with the Director's offices and other stakeholders to create a positive atmosphere for visiting scholars and students. The Office of the International Services would have dedicated staff to deal with the day-to-day operations involving International Collaborations.

## **4. PROCEDURE**

### **4.1 Selection of Outgoing students**

- 1) The students interested in going for international exchange program should have a minimum GPA of SIX.
- 2) The students shall fill an application form available with the Convener of Collaboration Committee.
- 3) A Selection Committee involving the Director and two faculty members will scrutinize the applications and interview the students who apply for exchange programs abroad.

## **5. RULES**

### **5.1 Incoming students**

- 1) Incoming students are expected to stay close to SIESSBS.
- 2) A Disciplinary Committee shall be formed.

## ANNEXURE – Draft Format of MoU

### CO-OPERATIVE AGREEMENT

BETWEEN

SIES COLLEGE OF MANAGEMENT STUDIES, MUMBAI

AND

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In consideration of mutual benefits and interests, **SIES School of Business Studies (SISSBS), Navi Mumbai** \_\_\_\_\_ wish to enter into a co-operative agreement relating to educational matters.

**SIES School of Business Studies (SISSBS), Navi Mumbai** and

\_\_\_\_\_ recognise the value of establishing networks among higher education institutions. This memorandum reflects the desire of both institutions to foster national and regional cooperation in educational pursuits. The Co-operative Agreement has the following objective:

*To promote scholarship and provide persons seeking higher education with a wider range of options for achieving their educational goals, through*

- collaboration for high quality research centre leading to the award of PhD
- collaborating with curriculum development and research initiatives
- transferring credits / courses
- faculty & students exchange for promoting study opportunities and also for the purposes of cultural enrichment and internship
- facilitating the enrolment of students and faculty of each institution, subject to meeting all normal academic requirements for admission

- offering existing programs of different durations in diverse forms such as twining, collaborative, etc.
- encouraging professional development programs in collaborative forms.
- Joint research initiatives for faculty and students

SIES School of Business Studies (SISSBS), Navi Mumbai and \_\_\_\_\_ shall cooperate in such other ways as are reasonable, in promotion of the foregoing.

#### **ARTICLE I**

Each institution will appoint one representative to plan and co-ordinate joint faculty, administration, research, student, cultural, project activities and apprise each other with regard to respective local regulatory environments. These representatives will also be designated to communicate with the other institution in relation to this agreement and matters relating to it.

#### **ARTICLE II**

The two institutions will endeavour to exchange visits between members of their academic and administrative staff for delivering lectures, engaging in research, developing joint projects and programs, establishing cultural activities, and providing technical assistance as may be required. The two institutions will also endeavour to exchange delegations for participation in conferences and seminars organized by the respective institutions.

#### **ARTICLE III**

In an effort to support student and faculty exchanges, research, projects, each institution will endeavour to provide logistical support, including required facilities and assistance that will allow exchange personnel to pursue their study, research or project interests.

#### **ARTICLE IV**

All academic rules and requirements stated in the Academic Calendars of **SIES School of Business Studies (SISSBS), Navi Mumbai** and \_\_\_\_\_ will govern the terms of student transfers between the two institutions, unless otherwise stated in this Agreement.

During the period of this Agreement, the parties shall publicise the Agreement among their faculty and students and in their college catalogues.

The parties shall also make available to all of their faculty members, counsellors, and students the recommended general education requirements of the partner institution and a list outlining equivalencies of courses offered by each institution.

#### **ARTICLE V**

In support of this Agreement and in an effort to obtain financial support from other sources to further develop mutually beneficial research or consulting activities, both parties will collaborate to develop research or project proposals for submission to funding agencies. In order to work towards the implementation of this, the two institutions will agree on a plan of action, including agreements of financial details.

#### **ARTICLE VI**

Any financial understanding which is legally tenable on account of compensation, royalty, sharing of fees or earnings between **SIES School of Business Studies (SISSBS), Navi Mumbai** and \_\_\_\_\_ will be binding only after a detailed discussion and agreement between them at a later mutually agreeable date.



**ARTICLE VII**

Both institutions will collaborate to form partnership with foreign institutions for faculty or students exchange, research or consulting activities. Each such negotiation will be carried out by the authorized persons of both institutions.

**ARTICLE VIII**

Authorized representatives of each party may terminate this Memorandum at any time. In doing so, they shall give twelve months written notice to the other party, unless the parties mutually agree upon an earlier termination date. This agreement, or any part thereof, can be amended by mutual agreement of both parties.

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**Director**

**Date**

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**Director**

**Date**

**SIES School of Business Studies (SIESSBS), Navi Mumbai**