Agreement for Faculty Exchange

**Between**

**The University of Southern Indiana**

**On behalf of the Center for International Programs**

**And**

**[Partner Institution]**

**On behalf of [Name of Academic Unit]**

In the interest of expanding educational opportunities and furthering international understanding, University of Southern Indiana on behalf of the Center for International Programs, established in the State of Indiana, United States of America, and [Partner Institution] (“abbreviated name”), on behalf of the [Name of Academic Unit], established in [City], [Country] (each a “Party” and collectively, the “Parties”), enter into this Agreement for Faculty Exchange on this [Day] day of [Month], [Year] (the “Effective Date”) and hereby agree as follows:

1. University of Southern Indiana [Academic Unit] and [Partner Institution] [Academic Unit] shall be the offices responsible for the administration of this exchange program.
2. The Parties will focus on enhancing the international capacity of their faculties and encourage the development of joint research projects and other collaborative activities among their faculties on topics of mutual interest.
3. The Parties to the agreement shall invite faculty, Ph.D. candidates, and post-Docs for teaching and/or research visits. The number of persons exchanged, and the duration of each visit will be determined on a case-by-case basis and after mutual agreement. Each host institution will determine whether recommended faculty members are acceptable.
4. Dossiers, including a brief biographical account and a statement of purpose for the exchange period at the host institution, must be received six months prior to participation to allow for ample time for visa processing and appropriate documentation. University of Southern Indiana also requires documentation that verifies the exchange participant from [Partner Institution] has the necessary English proficiency for successful participation in the exchange program.
5. The exchange shall be financed entirely by the home university. The host university may contribute to the costs provided that there are programs available for that purpose and that the respective legal requirements are fulfilled. Expenses for round-trip air travel, board, lodging, and health insurance will be the responsibility of the home institution or the exchange participant.
6. Each person exchanges shall be responsible for obtaining adequate insurance coverage (health, accident, liability).
7. The host institution will provide assistance to the faculty, Ph.D. candidates, and post-Docs in all practical and academic matters, especially concerning accommodation, academic integration and orientation especially at the beginning of their stay.
8. As far as possible the host university will ensure access for the person exchanged to the university infrastructure (office/lab space, IT services, library etc.)
9. Exchange participants are expected to study and work according to a mutually agreed upon plan for professional improvement and research. Specific arrangements for special facilities, laboratories, local research, and the like will be agreed upon by the Parties in advance.
10. The Parties acknowledge and agree that any such activity must be organized and administered in accordance with applicable law and the relevant policies and procedures of each Party.
11. As far as legally permissible, the partners’ liability in connection with implementation of the contract is limited to deliberate action and gross negligence.

Third-party claims are to be brought exclusively against the partner who has caused the damage. This indemnifies the other partner from liability.

1. This Agreement shall remain in force for a period of [up to five (5) years] from the Effective Date; however, either Party, at its discretion, may terminate this Agreement during its term by giving notice at least six (6) months in advance of the intended termination date.
2. This Agreement may be amended or renewed by a written agreement signed by an authorized representative of each Party.
3. Each Party shall send communications or notices pertaining to this Agreement to the other Party at the relevant address set forth below or to such other address designated by that other Party through written notice.

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| University of Southern Indiana: | Emilija Zlatkovska, Executive Director of International Programs and Services  Center for International Programs  University of Southern Indiana  University Center East, Room 1235  Evansville, Indiana 47712  Phone: +1-812-465-1248  Email: [cip@usi.edu](mailto:cip@usi.edu) |
| Partner Institution: | Contact Name, Title  School, Office, or Unit  Mailing Address  City, State, Zip, Country  Phone: +xxxx  Email: |

1. Each Party grants, for the term of this Agreement, a limited, non-exclusive, royalty-free license to use its logo and name (the “Trademarks”), to the other Party, solely for the promotion of this Agreement and any joint programs and projects developed hereunder. The rights granted by the University of Southern Indiana under this Agreement are limited to the use of the logo and name of the [Name of Academic Unit]. Each Party agrees that each time it reproduces and/or republishes the other Party’s Trademarks it shall do so in a form identical to that provided by each Party, without alteration. Each Party agrees to use the other Party’s Trademarks in a careful and prudent manner. Except as otherwise set forth in this paragraph, each Party agrees not to use the other Party’s name, trademarks, or other intellectual property in any manner whatsoever without prior written consent in each instance. Requests pertaining to the University of Southern Indiana shall be emailed to the USI University Brand and Licensing at [Logo.Licensing@usi.edu](mailto:Logo.Licensing@usi.edu). The Parties acknowledge by this Agreement, that they acquire no right, title or interest in and to the other Party’s Trademarks whatsoever other than to use the Trademarks in accordance with the term and conditions hereof. The use of each Party’s Trademarks may not be assigned, transferred, shared or divided in any manner by the other Party without the prior written consent in each instance.
2. Both Parties subscribe to the policy of Equal Opportunity and will not discriminate on the basis of race, sex, sexual orientation, age, ethnicity, religion or national origin. Both Parties shall abide by these principles in the administration of this Agreement and neither institution shall impose criteria by the exchange of participants which would violate the principles of non-discrimination.
3. In the event of a dispute arising out of or relating to this Agreement, the Parties shall establish a committee of six (6) senior representatives, three (3) appointed by each Party, to attempt to resolve the dispute.
4. {Optional; use only when relevant} This Agreement is written in English and in [Foreign Language]. In the event of a conflict between the English and [Foreign Language] versions, the English version shall govern.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed.

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| On behalf of:  Name of Partner Institution |  | On behalf of:  The University of Southern Indiana |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Authorized representative  Title |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  President  University of Southern Indiana |
| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |