

## **[GP17] International Student Advisory Committee and Townhall**

The purpose of the International Student Advisory Committee (ISAC) is to identify, investigate, and diminish barriers to student success that may be unique to international students. Once per term, ISAC provides a townhall for international students to share feedback on the strategies, services, policies, and actions that support international students at Algonquin College in a safe and supportive environment. This townhall ensures recommendations from ISAC to senior College leadership represents the greatest number of international students possible from all campuses.

To signify the partnership between the Algonquin Students' Association and Algonquin College in support of international students, ISAC is co-chaired by an Algonquin College staff member from the International Education Centre and a Director selected by the Association's Board of Directors in May of each year. The Director selected must not have any conflict of interest in sitting in this position.

1. The membership of ISAC will be made up of the following.
  - (1) A Students' Association Director as co-chair, elected by the Directors-Elect at the Board Changeover weekend,
  - (2) A staff member from the College to serve as co-chair, and
  - (3) Six (6) international students.
    - (3.1) The students should be diverse, representing different countries of origin and programs of study.
    - (3.2) If possible, representation from all campuses should be present on the committee.
    - (3.3) The students should be recruited with the help of the SA, who will promote ISAC on social media channels and posters, and host the application on AlgonquinSA.com.
    - (3.4) Student membership on the committee will be a one- or two-year term, with the annual term commitment spanning from August to April. Recruitment for new representatives will typically take place between May and August and representatives will be selected by the SA Director co-chairing the committee.

To accomplish its mission, the ISAC committee will meet monthly, with agenda topics set by the co-chairs. These meetings will occur with a hybrid attendance

option. In addition, the committee will facilitate five ISAC meetings and two townhall meetings per year. Additional meetings may take place if agreed upon by both co-chairs.

2. The co-chairs of the International Student Advisory Committee have the following responsibilities.
  - (1) Set the agenda for the meeting,
    - (1.1) Townhall meeting agendas will be shared with students at least seven (7) days ahead of the meeting.
  - (2) Keep the meeting on time so the agenda can be completed,
  - (3) Ensure that action points are acted on,
  - (4) Ensure that motions have a proposer, a seconder, and a vote,
    - (4.1) In the event of a tie, a decision will be deferred, and a new vote will be held at the next meeting.
  - (5) Represent the group in other forums, as required,
  - (6) Represent the voice of the Committee, and
  - (7) Act as facilitators of the meeting, focusing on the flow of the meeting and encouraging the participation of everyone.
3. Townhall meetings will be advertised on all campuses and registration will open at least two (2) weeks prior to the meeting.
4. Respecting the partnership with the International Education Centre and the Students' Association, costs of the townhall meetings will be shared equally by both parties. The IEC and SA teams will both take an active role in the promotion of the townhall events to students.
5. The Board of Directors will ensure there is adequate budget for at least three townhall meetings within their annual Cost of Governance planning.

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