



interoffice communication

subject: Revised Draft of Consortium Constitution
date: February 3, 1989
to: Participants in January 20 Belize Consortium Meeting at the University of North Florida
from: Tracy Harrington *CH*

Enclosed is the consortium constitution, revised in accordance with the suggestions made at the January 20 meeting. This version should be appropriate for obtaining institutional signatures prior to our next meeting in Belize.

Note that copies of the constitution sent to U.S. institutions have a single blank for the signature of the institution's president. Copies sent to Belizean institutions have a signature page with multiple spaces, so that the Belizean institutions may all sign a single copy. It was my understanding that this approach was the decision of the group at the meeting.

Please let me know if additional revisions are necessary to the basic document. I understand that we will be notified soon regarding the details of the next meeting.

enclosure

A Consortium for Belize Educational Cooperation

A. Introduction

Recognizing the value of international educational interchange and the benefits of collaborative efforts, the member institutions and organizations commit themselves to the cooperative development of educational programs and activities in Belize.

B. Aims

The central aim of the consortium is to expand the impact of educational ventures undertaken to address identified needs in Belize and to enhance the international dimension of the U.S. and other member institutions. Activities of the consortium will be focused on:

1. Sharing knowledge and information relative to the development of higher education in Belize and to individual institutions' activities in Belize;
2. Collaborating in research, teaching, curriculum development, and other appropriate scholarly and educational activities;
3. Developing mechanisms that will facilitate transfer of students;
4. Promoting faculty, staff, and student exchanges;
5. Supporting and encouraging staff and faculty development for both Belizean and other member institutions;
6. Encouraging systematic and comprehensive planning of educational development efforts;
7. Assisting in acquisition of resources required to meet expressed needs of the higher education establishment in Belize;
8. Soliciting funds to support consortial activities.

C. Illustrative Programs

The consortium might undertake any of a variety of types of programs of mutual interest to Belizean and other members and compatible with the organization's aims. Specific examples of appropriate activities include:

1. Coordinated assistance in expanding and upgrading teacher education programs of the Ministry of Education, the Belize Teachers' College, and the University College of Belize;
2. Assistance in the development of degree-level programs in arts and sciences and in technical education;
3. Development of articulation agreements to ease the transfer of academic credits for students from member institutions;
4. Joint development of research programs on high priority topics;
5. Collaborative curriculum development efforts;
6. Evaluation of program development and curriculum development activities;
7. Provision of faculty and staff resources through exchange and release-time arrangements to meet pressing and immediate staffing needs, especially in Belize;
8. Publication of a newsletter of information on developments and needs in Belizean higher education;
9. Cooperative support for the development of comprehensive and long-term educational planning;
10. Sponsorship of study abroad programs in Belize for students from other member institutions;
11. Cooperative development of proposals to external funding agencies for projects addressing priority needs in Belize.

12. Development of policies encouraging publication in journals based on U.S. and other member campuses of appropriate scholarly articles by Belizean faculty, and similar policies encouraging publication in Belizean journals of appropriate scholarly articles by faculty from other member institutions.

D. Structure of the Consortium

1. Membership

- a. Eligibility. Institutions and organizations in the following categories will be eligible for membership in the consortium:
 - i. Belizean institutions offering post-secondary educational programs;
 - ii. Belizean governmental and private organizations and agencies involved in higher education;
 - iii. U.S. and other non-Belizean organizations, agencies, and institutions with an active interest in higher education in Belize.
- b. Procedures for joining. The president or chief executive official of institutions or organizations wishing to join the consortium shall submit a written request to the consortium; a two-thirds vote of the membership will be required to approve an application for membership.
- c. Annual dues. Membership fees shall be set by a two-thirds vote of the membership; initially, these dues will be US\$200 per annum for non-Belizean institutions and organizations and US\$50 for Belizean institutions and organizations.

2. Officers

- a. Officers of the consortium will be selected from among the representatives of member institutions and will include co-chairs (one Belizean and one U.S. representative) and a secretary.
- b. Officers will be elected by a two-thirds vote of the membership and will serve terms of two years. Officers may be re-elected for subsequent and consecutive terms.
- c. When officers are elected, the membership will select the institution of one of the two co-chairs as host institution and fiscal agent for the consortium.

3. Responsibilities of the Officers

- a. It will be the duty of the co-chairs to:
 - * preside over meetings and programs of the consortium;
 - * convene and prepare the agenda for consortium meetings;
 - * provide overall leadership and administration for the consortium;
 - * assure that consortium communications and publications are prepared and distributed;
 - * develop an annual budget for approval by the membership;
 - * authorize expenditures in accordance with the annual budget;
 - * report to the membership on the status of consortium funds;
 - * represent the consortium to outside organizations and agencies.

- b. It will be the duty of the secretary to:
 - * maintain minutes, records, and a directory of membership for the consortium;
 - * prepare and distribute consortium communications.

4. Meetings, Attendance, Representation, and Voting

- a. The consortium will meet a minimum of two times annually.
- b. Two-thirds of the membership shall constitute a quorum.
- c. At least one annual meeting will be held in Belize.
- d. Member institutions should be represented at all meetings, either by designated institutional representatives or by written proxy; institutions or organizations failing to be represented at two consecutive meetings will be dropped from membership.
- e. While institutions may be represented by more than one person, each institution shall have only one vote to cast on matters that must be decided by voting.