CONSORTIUM FOR INTERNATIONAL EDUCATION

AGREEMENT

with

SANTA BARBARA CITY COLLEGE

SEMESTER ABROAD PROGRAM IN CAMBRIDGE, ENGLAND

SPRING 1989

Revised: 6/27/88
7/15/88

SANTA BARBARA CITY COLLEGE (hereinafter referred to as "SBCC") and the CONSORTIUM
FOR INTERNATIONAL EDUCATION (hereinafter referred to as "CIE", a California-based, non-profit
company), agree to the following:

1. DATES OF THIS AGREEMENT:

This agreement shall be in effect from February 16, 1989 (Thursday) through June 1, 1989
(Thursday). CIE shall have no responsibility for the students after June 1, 1989. Spring Break
is from April 7 through April 16, 1989.

2. OPERATION OF THE PROGRAM:

Jointly, SBCC and CIE shall develop and operate the SEMESTER IN ENGLAND, RESIDING IN
CAMBRIDGE, with responsibilities assigned as follows:

SANTA BARBARA CITY COLLEGE:

SBCC has complete authority to determine the content of the academic program, to set
all course requirements, assign grades based on Professor evaluation of student performance,
to make decisions regarding prerequisites and procedures for enrollments. SBCC shall select the
faculty who will both teach the listed courses, counsel the students and supervise the program.
Selection of the Semester Program Administrator is the prerogative of SBCC.

A. Advertise the program using information approved by both SBCC and CIE. Brochures
containing all required information pertaining to the program will be distributed to the students.

B. Evaluate and enroll students in the program: To be eligible for this program,
students must meet SBCC requirements for admission to the college and have 12 units of
transferable credit, including English 1. However, special attention should be given to the
student's ability to adjust to a foreign environment; their motives for wanting to live overseas and to
their academic attitude. Before accepting a student into the program, CIE strongly recommends a
personal interview, plus requiring written recommendations regarding academic ability and moral
character.

Encl. 1
Item 5.1-u
08/25/88
C. **Send enrollment information and the initial deposit to CIE** as students are accepted. After the initial deposit, CIE will assume responsibility for all further collection of funds.

D. **Conduct the academic program overseas**, including selection of guest speakers, lecturing while on field trips, supervising the students during the structured part of the program, assigning grades for course work. The academic portion of this Semester Abroad Program is the sole responsibility of SBCC.

**CONSORTIUM FOR INTERNATIONAL EDUCATION:**

CIE will be responsible for travel logistics of the program, reserve all classroom facilities for the exclusive use of SBCC, arrange all field trips, provide a local coordinator to assist the faculty and interface between students and families, collect all fees and pay all bills pertaining to the operation of the program, do all possible to make the program a success.

A. **Provide all necessary forms** for the non-academic aspects of the program:
   - **Student Profile** for assigning the student to a British home.
   - **Student Contract** stating what is / is not included in the Program, and which clearly define the limits of responsibility of CIE and SBCC (includes medical release).
   - **Return Date** form to specify the date each student wants to return home.

B. **Make all required reservations** as per the listing below:

   **Transportation - Air:** Based on an APEX fare of $721.*
   Students may return home from London on specified dates before August 10, 1989 at no additional cost. Those wishing to return from another European city will pay the ticket cost difference. Students must state their return date information by December 22, 1988.
   Return Dates: 6/1 (Program Date) 6/15 6/29 7/13 7/27 8/3
   Group transfers to / from Cambridge to the London airport are included.

   *Based on a midweek fare; the program departure and return dates are weekends and will cost an additional $25 each to the fare listed above. **NOTE:** Spring fares are not available yet. As soon as they are, CIE will negotiate for a lower fare.

   **Transportation - Bus:** Coaches will be used for Field Trips / transfers.
British Homestays: CIE, through its representative in Cambridge, will interview and select British families with whom the students will stay. All homes will be within a 3-mile radius of the SBCC Study Center. Students will each have a private room with one SBCC student per family, unless otherwise requested and available. Bathroom facilities will be shared with the family. Students will receive the name/address and phone number of the family to whom they are assigned before departure.

Spring Break: No housing provided from April 7 through April 16, 1989.

Meal Plans: Students will have daily Continental breakfast and dinner with their family. Daily lunch is the students' own responsibility.

Overnight Field Trips: Continental breakfast and UKL 4 for dinner.

Spring Break: No meals provided from April 7 breakfast through dinner on April 16, 1989.

Classrooms (located in the Cambridge "Y"): Rental of one classroom, Monday through Thursday from 9:00 to 1:00 (4 hours per day). The room will contain a large chalkboard, Professor's desk, storage facilities. Access to audio-visual equipment, but no funds have been included for this in the contract.

Field Trips: Listed in detail below.

Family Host Party: The families in Cambridge will have had an Orientation to prepare for the coming of their American students. To help all the families and all students to become better acquainted, CIE will host a wine and cheese party for the group.

3. FIELD TRIPS:

An integral part of the program, students will benefit greatly from the Field Trips, which are designed to both enrich the students and enhance the classes being taught.

A. London: Full day with a coach/driver. Morning panoramic tour of the city with a licensed guide; visit Parliament. Visit Tate Gallery.

Field Trips continued:

C. **Bath:** Two days and one night. Coach/driver and Tour Escort. Stops at Stonehenge and Salisbury. Local guide in the city of Bath. Includes entrance fees to the Roman Baths and Stonehenge. (2-4 per room in Guest Houses with shared facilities.)

D. **Stratford:** Two days and one night. Coach/driver and Tour Escort. Side trip to Oxford. Includes entrance fees to Warwick Castle and Blenheim. Stratford passes for students and Professors. Evening theatre performance. (2-4 per room in Guest Houses with shared facilities.)

4. **SPRING BREAK:**
From April 7 through April 16, 1989, students have the opportunity to travel wherever they wish. No services (housing, meals) are included during that time. Insurance coverage does apply during the Spring Break. (Professors' housing is not affected by the Spring Break.)

5. **LOCAL ORGANIZER IN CAMBRIDGE:**
Sue Anderson will locate suitable families, assign students according to the profiles submitted, interface with the families should any problems occur, assist both the students and Professors as needed. With her knowledge of the city and the academic community, the Local Organizer is invaluable for the successful operation of the program.

6. **JAC EDUCATIONAL SERVICES IN LONDON:**
Provides support and reservations for theatre tickets, buses and optional Field Trips during the Spring Break.

7. **INSURANCE:**

A. **World Student Insurance Policy:**
CIE shall assure that the Program students will have the following coverage:
1) Trip cancellation due to illness which, upon medical verification, gives the students a complete refund of their monies.
2) Baggage lost or stolen: upon receipt of verification, is reimbursed up to $300.
3) Medical coverage: Accident - reimburses the student up to $2000 per accident.
   Sickness - up to $500 for each sickness. Both types of medical coverage require bills as proof before payment. $10 deductible.
4) Accidental death and dismemberment: $10,000.
5) Preparation and transportation of the remains: In the event that a student dies while overseas, this will pay up to $5,000 for the return of the body to the USA.
EXCLUSIONS: Valid only for the Program dates. Not covered: operation of motorized vehicles. All accompanying Professors are included on this coverage, but family members not enrolled on the Program are not covered.

B. Foreign General Liability Insurance:
This liability policy is through the CIGNA Property and Casualty Insurance Company, in the amount of one million dollars ($1,000,000).

C. Errors and Omissions Insurance:
In the amount of $1,000,000.00 (one million dollars), this policy is held by Constitution State Insurance Company. Both of the above policies are through our insurance broker, Fred S. James Company in Irvine, California.

D. Performance Bond:
In the amount of $100,000.00 (one hundred thousand dollars), held by Home Bank located in Irvine, California.

8. PROFESSORS’ SERVICES:

A. Air Tickets:
Assuming that two Professors will be with this group, Tour Conductor Passes will be provided by the airlines (fees paid by CIE). Regulations require that those using the Tour Conductor Passes must travel in at least one direction with the group and have the same destination cities.

B. Housing:
CIE, through its England representatives, will locate available faculty housing and contract for a one-bedroom furnished flat for each faculty member. A deposit of $300, payable to CIE Trust Account 30 days before departure, is required for each residence. The deposit will be refunded after verification that all utility bills have been paid and the housing left in good condition, taking into consideration normal wear and tear. On arrival in England, the Professors will be informed of the procedures for ascertaining costs, how to cut off services, etc. Gas, electric, water, telephone are not included in the program cost and are the responsibility of the faculty member.

(The above security deposit does not apply to Joan Grumman.)
C. **Meals:**
No meals are included in conjunction with faculty housing. Responsibility of the Professor.

D. **Field Trips:**
Professors will be included on all Field Trips; private room, entrance fees, transportation and the same meal plan as the students have.

9. **FUTURE AGREEMENTS:**
It is agreed that, in the event that CIE and SBCC do not work together in 1990, that SBCC will not contact or use any of the CIE contacts, personnel, facilities in Cambridge, England. Nor will SBCC work directly with the CIE supplier / representative in London.

10. **FINANCES:**
The price is calculated using an exchange rate of $1.687 to UKL 1. (UK taxes on all listed services are included.)

CIE, at the direction of SBCC, will purchase a UKL Futures Contract and guarantee the price for the students.

30-34 Paying Participants + 2 Professors: $3006
35-39 Paying Participants + 2 Professors: $2946
40-44 Paying Participants + 2 Professors: $2879

**NOT INCLUDED:**
Passport fees, porterage, lunches, personal expenses, services during the Spring Break, Guest Lecturer fees, SBCC student fees, books, rental of audio-visual equipment, Professors' salaries, anything not specified in this contract.

11. **FACTORS INFLUENCING THE 1989 PRICE:**
- Normal inflation in the UK of 5%.
  - UKL 56
  - UKL 56 x $1.687 $95
  - $41
  - $134
  *Used midweek fare; weekends are extra $25 each.

**TOTAL INCREASE OVER 1988 PRICE**
$270
12. **REFERENCES:**

- Dr. William Goldmann  
  Pasadena City College  
  1570 E. Colorado Blvd.  
  Pasadena, CA 91106

- Dr. William Cassell  
  Santa Monica College  
  1900 Pico Blvd.  
  Santa Monica, CA 90405

- Dr. John Walker  
  Fullerton College  
  321 East Chapman Ave.  
  Fullerton, CA 92634

- Ms. Nancy Byrnes  
  Cypress College  
  9200 Valley View  
  Cypress, CA 90630

- Dr. Don Culton  
  L. A. Community Colleges  
  617 West Seventh Street  
  Los Angeles, CA 90017

13. **CIF SHALL NOT ASSIGN THIS CONTRACT** to any other, but shall fulfill it in cooperation with JAC Educational Services. Personnel from JAC Educational Services will supervise and coordinate services for the SBCC group in England. JAC's address: 15 Albert Mews, London W8 5RU, England.

14. **NOTICE:** All notices required to be served upon CIF shall be served by registered or certified mail, return receipt requested, to:

- **CONSORTIUM FOR INTERNATIONAL EDUCATION**
  P. O. Box 18882
  Irvine, California 92713

All notices to be served upon SBCC shall be served by registered or certified mail, return receipt requested, to:

- **SANTA BARBARA CITY COLLEGE**
  721 Cliff Drive
  Santa Barbara, California 93109
15. **SCOPE OF THE AGREEMENT:**

This agreement shall be interpreted under the laws of the State of California, United States of America, and shall inure to the benefit of the parties hereto, their successors and assigns. Time shall be of essence in each term and provision of the Agreement. Any changes, additions or deletions must be in writing and signed by all the parties hereto or their respective successors in interest.

**IN WITNESS WHEREOF,** the parties listed below have executed this Agreement:

**SANTA BARBARA CITY COLLEGE**

**CONSORTIUM FOR INTERNATIONAL EDUCATION**

Title:

Title: *Vice President*

Date: 7/15/89