



INTERNATIONAL INTEGRATED STUDY PROGRAM AGREEMENT BETWEEN TRINITY UNIVERSITY AND UNIVERSITY OF PALERMO

On one part, University of Palermo, hereinafter also referred to as the “UNIPA”, with registered office at Piazza Marina n. 61, 90133 Palermo, Italy, VAT number 00605880822, and on its behalf and represented by prof. Fabrizio Micari, Rector of the University of Palermo;

Additionally, on the other part, Trinity University, hereinafter also referred to as the “TU”, with registered office at One Trinity Place, San Antonio TX, 78212, U.S.A., and on its behalf and represented by Dr. Danny J. Anderson, President of TU.

STATE

1. That both institutions share cultural, technical, educational, and scientific fields of common interest.
2. That collaboration and the exchange of experience and knowledge, as well as the provision of services between both institutions, are in their greatest interest for social and cultural progress.
3. That they are interested in promoting their international collaboration in the field of higher education and research.
4. That both institutions, operating within geographical contexts experiencing migration are interested in developing pedagogical projects that aim at studying migration.
5. That within the spirit of international collaboration both institutions agree to create an Integrated Study Program (hereafter ISP).
6. That the ISP is governed by the rules of reciprocity and mutual recognition of the pedagogical value of courses offered by both institutions,
7. That the ISP will allow students to earn credits at both institutions in compliance with the rules stated in this Agreement.
8. That the scope of this agreement may be modified and/or adapted by mutual agreement between the signatories of this agreement by adding an addendum.

The institutions hereby sign an agreement that regulates the conditions under which students may access and opt for the ISP from both institutions, subject to compliance with the clauses established in this agreement, and in accordance with the current regulations at each institution.¹

¹ This agreement executes the Letter of Interest submitted by TU on 2 February 2021 aiming at fostering collaborations in the fields of research, creative activities and academic pedagogy.



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1 – Purpose of the agreement

This ISP agreement aims to establish the academic and administrative conditions for the exchange of students enrolled at TU and students enrolled at SECIM Program at UNIPA. The enrollment at TU is governed by a Board of Trustees and carried it out by the Admissions Office.

The ISP program at UNIPA is regulated in accordance with the official organization and planning of university education established by D.M. n. 270, 22 October 2004 - Amendments to the regulation regarding the teaching autonomy of Universities, passed by Decree of the Ministry of University and of Scientific and Technological Research n. 509.

The ISP agreement creates shared teaching activities between TU and UNIPA SECIM on migration phenomena. Both institutions will offer Joint Classes, as listed in Annex III, attended by TU and UNIPA students.

A. Students

2 – ISP General Application and Admission Criteria

Maximum 4 students per institution may opt for the ISP every academic year. This number may be modified by mutual agreement between the signatories of this agreement by adding an addendum.

The students who opt for the ISP must be accepted into the corresponding programs at both institutions. They must first be accepted into the program at their home institution, where a first selection of students who may opt for the ISP will be made, although the student's final admission requires approval by the partner institution.

In order to formalize their application to the ISP, the students must present the following documents to the ISP Advisory Committee:

- Standard application form;
- Curriculum vitae of the student;
- Copy of the student's national identification card or passport;
- List of courses to attend which will be approved by the ISP Advisory Committee.²
- Proof of English Language Proficiency.

The documents accompanying the application must be presented at TU in English language and at UNIPA in Italian or English language.

When deemed appropriate, the institutions may interview the students who apply for admission into the ISP. TU will send to UNIPA the list of its students accepted into the ISP. UNIPA will inform TU whether the students on that list are also accepted there.

² Members to the ISP Advisory Committee are listed in Annex V.



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UNIPA will send TU the list of its students accepted into the ISP. TU will inform UNIPA whether the students on that list are also accepted there.

3 - Admission Criteria and ISP Rules and Regulations for UNIPA Students

a. Eligibility

- UNIPA students must be enrolled in the SECIM Undergraduate Program.
- Priority will be given to students enrolled in the curriculum Migration Studies.
- Students must be enrolled in the second year and have completed 60 ECTS (CFU) as defined by the UNIPA curriculum, including demonstrating satisfactory academic performance in their existing coursework.
- Students must not be on academic or disciplinary probation, have not been suspended for conduct related issues, and must be in good standing with their current institution and eligible to re-enroll. Partner institutions must submit the Administrator/Registrar's report confirming the accuracy of this information on behalf of applicants.
- Students must meet course prerequisite requirements or request a waiver from the teaching faculty.
- Proof of English proficiency in compliance with TU Admission Criteria.³

b. Enrollment at TU

- Students meeting the eligibility criteria can enroll at TU, to complete from a minimum of 24 to a maximum 36 ECTS (CFU), by choosing among the courses listed in Annex III.
- A student may propose substitutions to the courses listed in the Correspondence Table, taught at TU. The substitutions must be pre-approved by the ISP Advisory Committee and should be in line with its learning objectives.
- The credits taken and earned at TU will be calculated and transferred at UNIPA in compliance with the Correspondence Table.
- For courses taken in substitution to those listed in the Correspondence Table the credits earned at TU will be calculated and transferred at UNIPA in compliance with the Credit Equivalency Table (Table 1) agreed upon by both institution and reported in Appendix III.
- Grades earned at TU will be transferred to UNIPA in compliance with the UNIPA's credit and grading system as reflected in Annex II.
- Regardless of their residency, students will take the same final exam as those taken by students regularly enrolled in the courses.⁴

³ <https://www.trinity.edu/admissions-aid/apply-international>

⁴ The credits, grades and equivalences are established in compliance with Art. 6 and the bylaws of each institution.



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c. **Stay**

- Students participating in the ISP must attend minimum one semester at the partner institution.
- After completing the stay, the students must submit to their institution of origin an official student transcript issued by the partner institution in order to receive credit for the courses taken. The certificate/transcript must be presented in English.

**4 - Admission Criteria and ISP Rules and Regulations
for TU Students**

a. **Eligibility**

- TU students must have completed at least 26 credit hours on record (Sophomore standing)
- TU students must have at least a 2.3 overall GPA.
- Students may not be on academic/disciplinary probation, have been suspended for conduct related issues or be on temporary withdrawal from Trinity.

b. **Enrollment at UNIPA**

- Students meeting the eligibility criteria are required to enroll at UNIPA for 14 to 16 U.S. credit hours to a maximum 18 U.S. credit hours, by choosing among the courses listed in Annex III. Permission by TU may be granted for students who wish to take fewer than 14 hours.
- A student may propose substitutions to the courses listed in Annex III, taught at UNIPA. The substitutions must be pre-approved by the ISP Advisory Committee and should be in line with its learning objectives.
- The credits taken and earned at UNIPA will be calculated and transferred to TU in compliance with the Correspondence Table.
- For courses taken in substitution to those listed in the Correspondence Table the credits earned at UNIPA will be calculated and transferred to TU in compliance with the Credit Equivalency Table agreed upon by both institution and reported in Annex III.
- Grades earned at UNIPA will be transferred to TU in compliance with the provisions governing students' mobility.
- Trinity University will require UNIPA to sign an Inter-Institutional Written Agreement for each Trinity Student studying at UNIPA.
- A student must earn at least a C- or better in the course to receive credit.
- A student cannot repeat a course at UNIPA that has already been taken at Trinity or elsewhere.
- Courses taken abroad cannot be for Pass/Fail, unless under special circumstances as approved by Trinity Academic Affairs.
- All courses, grades, and credit will appear on students transcripts, but they will not be factored into the students GPA.
- Regardless of their residency, students will take the same final exam as those taken by students regularly enrolled in the courses.

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c. **Stay**

- Students participating in the ISP must attend minimum one semester at the partner institution.
- After completing the stay, the students must submit to their institution of origin an official student transcript issued by the partner institution in order to receive credit for the courses taken. The transcript must be presented in English.

B. Institutions

5 - Implementation of the Pedagogical and Exchange Program

a. **Courses**

- Tables 1 – 3 in Annex III is created in agreement by both institutions and lists the courses of the ISP.
- UNIPA and TU agree that the Correspondence Table can be modified every academic year in compliance with the pedagogical objectives of the program.
- UNIPA and TU agree that students may submit a request for substitution of some of the courses listed in the Annex III and that those substitutions must be approved by the ISP Advisory Committee.

b. **Assignments**

- The courses listed in the Correspondence Annex III, Table 2 and 3, will be taught by TU and UNIPA faculty members.
- The courses listed in the Correspondence Annex III, Table 4, otherwise called Joint Classes, will be taught by faculty members belonging to the two institutions and will be attended by the students of both institutions.
- The ISP Advisory Committee will propose to both institutions the names of professors offering the Joint Classes. After the assignment is completed, each institution will notify the name of the instructor at the partner institution that in turn will recognize assigned professor as the instructor of record.
- The location of the Joint Classes will be chosen independently from the faculty affiliation.
- The parties to the agreement may annually agree to deliver virtual sections of courses or courses in their entirety.
- The ISP Advisory Committee members of both institutions are responsible for this agreement and must inform the incoming students about the organization of the courses they will take during their stay at the partner institution.

c. **Additional Collaboration**

- SECIM-UNIPA and TU will foster additional collaboration in the field of education and research on migration and will promote:

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- visiting professorships and lectureships;
- workshops and seminars on previously agreed topics;
- scholarly collaboration
- The exchange of faculty and researchers will take place in compliance with the regulations and procedures in force at the institutions of affiliation.

6 – Credit and Grading System, and Equivalences

The credit and grading system for official education at TU it is regulated by the office of Academic Affairs.

The credit and grading system for official education at the UNIPA is regulated in accordance with D.M. 270, Amendments to the regulation regarding the teaching autonomy of Universities, passed by Decree of the Ministry of University and of Scientific and Technological Research n. 509.

Both systems are described in Annex II.

7 – Registration and Tuition

Exchange Students shall be liable for, and shall meet the costs of, academic tuition and mandatory fees of their Home Institution during the period of stay. Students are responsible for other host institutional fees such as housing and meals.

Once the students have been accepted into the ISP, they will formalize their registration prior to or upon arrival at the host institution.

8 – Student Obligations and Rights

During the exchange period, the students will be subject to the rules and regulations of the partner institution and to all the legal and social obligations within the host country. Likewise, they will enjoy the same rights as students enrolled at the partner institution.

9 – Student Expenses

Passport, Visa, transport costs, medical insurance, accommodations, upkeep, and any other expenses arising during the exchange period established in the ISP will be the responsibility of the student. Expenses relating to transcript evaluation will be the responsibility of the student. The student must acquire health insurance that guarantees access to healthcare in the host country. This insurance must cover medical and health care, death and disability caused by an accident, repatriation assistance for death by any cause, and reimbursement for medical expenses caused by an accident.

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Likewise, the partner institution pledges to provide the student with information relating to the host country, visas, required medical insurance, etc., before their arrival. The partner institution must provide students in the ISP with the same services that they generally provide their own students.

10 - Housing

The host institution will make every possible effort to provide information and assist in finding accommodation options suitable for exchange students.

11 – Grants

TU and UNIPA will undertake all applicable necessary actions with their respective national authorities and at the European Commission, if applicable, in order to ensure financial support for the program.

12 – Duration of the Agreement

This agreement will take effect from the time of its signing by the representatives of both institutions, and will be valid for a period of 5 years. The signatories of the institutions may in accordance and by written consent revise the agreement yearly. Following the period of 5 years, the agreement may be renewed by written consent. Either one of the signatory institutions may terminate this agreement in writing, which must be sent to the partner institution one year in advance. If one institution wishes to terminate this agreement, both institutions pledge to meet their commitments to the students admitted into the ISP before either one withdraws from it.

13 – ISP Advisory Committee Meetings

The ISP Advisory Committee members meet once a year to assess:

- The pedagogical effectiveness of the program
- Students' learning outcomes
- Changes to the Correspondence Table, Annex III
- Any other business pertinent to the program

14 - Settlement of Disputes

The institutions agree to settle amicably any dispute that may arise from the interpretation of the present agreement.

When impossible to reach an amicable settlement the parties agree to elect an arbitration panel whose members are appointed in compliance with the following procedure:

- Each institution will choose one member
- The two chosen members will select a third arbiter

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15 – Intellectual Property and Use of Logo

The institutions agree and declare that the ownership of any intellectual property contributed, supplied or disclosed by an institution in connection with or for any purpose related to the subject matter of this Agreement shall, together with any development, improvement, amendment or modification, remain the sole and absolute property of that institution or the person under whose authority that institution has contributed, supplied or disclosed the same. For the avoidance of doubt, all pre-existing intellectual property shall remain vested in and be absolute property of the original owner. Any additional terms relating to intellectual property rights ownership shall be set out in a Schedule.

The institutions mutually commit not to use the name and/or logo or any other identifying marks for purposes other than those covered by this Agreement, except for specific agreements between the parties that provide prior explicit approval, forms of communication and divulging of the initiatives covered by this Agreement.

16 – Confidential Information and Personal Data Treatment

The institutions will arrange for the treatment, the dissemination and communication of personal data in pursuit of their institutional goals and as provided by applicable law. All data transfers will be handled using Secure File Transfer Protocols (SFTP).

The institutions hereby agree and accept the following obligations/duties as a condition of and in consideration of its access to personal data;

- a. The institutions will use personal data only as needed to perform the specific functions assigned to the institutions or as required by law or as otherwise authorized in writing by the other institution;
- b. The institutions will only access personal data for which it has a need-to-know basis based upon its role;
- c. The institutions will not in any way divulge, copy, release, sell, loan, review, alter or destroy any personal data except as properly authorized within the scope of the institution's role; and
- d. The institutions will not misuse personal data or carelessly handle personal data.

If an institution experiences a real or suspected data security breach concerning any personal data, then the institution will immediately notify the other institution and cooperate in carrying out its obligations under applicable law.

17 – Text of the Agreement and Compliance with Law

This Agreement will be drawn up in English. Any amendments or changes to the text of the Agreement must be requested in writing by the institution proposing them.

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If any disagreement regarding the interpretation and application of this Agreement arises in the US, the US laws and regulations will be applied. If the disagreement arises in Italy, the laws and regulations of Italy will apply.

18 Liability Insurance

The institutions will maintain all appropriate liability insurance with a reputable insurance company for the period of this Agreement and will supply the other institution, on request, with evidence of such insurance coverage in the form of a cover note or similar letter from either institution's insurer.

19 Non-Discrimination

Both institutions subscribe to the policy of equal opportunity and will not discriminate on the basis of race, color, religion, sex, age, national origin, disability (if otherwise qualified), military/veteran status, sexual orientation, gender identity, gender expression.

As proof of agreement with the foregoing, the present agreement is signed in duplicate

ON BEHALF OF Trinity University <i>Danny J. Anderson</i> Dr. Danny J. Anderson President, Trinity University	ON BEHALF OF UNIVERSITY OF PALERMO <i>Fabrizio Micari</i> Prof. Fabrizio Micari Rector University of Palermo
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September 16, 2021

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Annex I. Academic and Administrative Officials Responsible for the Integrated Study Program Agreement

The academic officials responsible for the ISP are:

- Directors of the ISP Program at TU:
Dr. Rosa Aloisi
Dr. Roberto Prestigiacomo
- Directors of the ISP Program at UNIPA:
Dr. Fabio Massimo Lo Verde
Dr. Vincenzo Provenzano
Dr. Fabrizio Simon

The administrative officials responsible for the ISP, including administrative dialogue with this partner institution agreement, are:

- Dr. Laura Rodríguez Amaya
Trinity University
Assistant Director, Center for International Engagement
lcanoama@trinity.edu
cie@trinity.edu
210-999-7505
- Valeria Floriano at UNIPA
International programs
P.zza Marina, 61
091/23893832
valeria.floriano@unipa.it - programmi.internazionali@unipa.it

If either one of the signatory institutions changes any of the officials named herein, it must inform the partner institution, as well as the academic and administrative officials of the ISP, and indicate the corresponding substitutes.

**Annex II.****Credit and Grading System at TU**

TU uses the criterion-referenced grading system based on a fixed numeric scale, equated to a letter mark, from which the faculty assign grades based on the individual performance of each student. TU grading system include: A, A-, B+, B, B-, C+, C, C-, D+, D, and F.

A	Excellent	4.000
A-		3.667
B+		3.333
B	Good	3.000
B-		2.667
C+		2.333
C	Adequate	2.000
C-		1.667
D+	Poor	1.333
D		1.000
F	Failure	0.000
I		Incomplete

Semester Calendar Credit Hours. Most U.S. higher education institutions operate on an academic year divided into two equal semesters of 15-16 weeks' duration, with a winter break of 2-3 weeks and a summer session of 10-12 weeks, plus additional shorter breaks. The actual amount of academic work that goes into a single semester credit hour is often calculated as follows:



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- One lecture (taught) or seminar (discussion) credit hour represents 1 hour per week of scheduled class/seminar time and 2 hours of student preparation time. Most lecture and seminar courses are awarded 3 credit hours. Over an entire semester, this formula represents at least 45 hours of class time and 90 hours of student preparation.

NOTE: U.S. Credits = $\frac{1}{2}$ of ECTS credits. In a normal semester abroad, students studying at a foreign institution in the EU will earn 30 to 36 ECTS credits or 15 to 18 U.S. credits.

Credit and Grading System at UNIPA

The European credit is the unit of measure representing the amount of academic work done by a student in order to fulfill the objectives of a curriculum. It is earned by passing each course that makes up the curricula of the various subjects that lead to the conferral of official university degrees that are valid throughout Italian national territory. This unit of measure integrates lecture and laboratory instruction, as well as other directed academic activities, including the hours studying and doing homework that the student must dedicate in order to achieve the learning objectives for each course in its corresponding curriculum. At the University of Palermo, one European credit is equivalent to 25 student work hours. One academic year at the UNIPA corresponds to 60 ECTS credits.

The results obtained by the student in each course within the curriculum will be graded using a numerical scale from 0-30 and to each its corresponding qualitative grade can be added:

- 0 – 17: Fail.
- 18 – 23: Pass.
- 24 – 27: Merit.
- 28 – 30: Distinction.

Moreover, a grade of *Distinction with Laude* may be awarded to the top students who earn a grade equal to 30, but the number of them receiving this grade may not exceed five percent of the students registered in the course in the corresponding academic year. If the number of students registered per course is less than 20, at most one student may receive the *Distinction with Laude* grade.

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Annex III. Curriculum and Recognition

Table 1: Correspondence of courses at UNIPA to be recognized by TU

TU students							
Courses to pass at the UNIPA				Recognition by TU for the courses taken			
CO DE	NAME	ECTS Credits	Semester	CODE	NAME	U.S. Credits	Semester
19254	SOCIOLOGY OF MIGRATION	6		SOCI-3445	UNDERSTANDING REFUGEES	4	
				SOCI-3449	GLOBALIZATION AND SOCIAL CHANGE	4	
				SOCI-3345	INTERNATIONAL ISSUES IN HEALTH AND THE ENVIRONMENT	3	
19252	STATISTICAL METHODS FOR MIGRATION STUDIES	6		SOCI-3460	RESEARCH METHODS: APPLIED SOCIAL STATISTICS	4	
				INTL-3301	GLOBAL HEALTH	3	
20439	URBAN AND REGIONAL PLANNING	6		ECON-3334	URBAN ECONOMICS	3	
				SOCI-3440	URBAN GEOGRAPHY	4	
				URBS-3416	URBAN POLITICS	4	
18049	ECONOMIA DEL NON PROFIT E DEL MICROCREDITO	6		ECON-3365	BEHAVIORAL AND EXPERIMENTAL ECONOMICS	3	
				ECON-4349	SEMINAR IN ECONOMIC ISSUES	3	
	TIROCINIO	6		INTL-4-01	INTERNATIONAL STUDIES INTERNSHIP		
	TOTAL				TOTAL		

Table 2: Correspondence of courses at TU, to be recognized by UNIPA

UNIPA students							
Courses to pass at TU				Recognition by UNIPA for the courses taken			
CO DE	NAME	U.S. Credits	Semester	CODE	NAME	ECTS Credits	Semester
ECON-3340	ECONOMIC GROWTH AND DEVELOPMENT	3		19259	ECONOMIA E POLITICA DELLO SVILUPPO	6	



ECON-3348	INTERNATIONAL MONETARY SYSTEMS	3		19259	POLITICA ECONOMICA E DELL'INTEGRAZIONE EUROPEA	6	
ECON-3365	BEHAVIORAL AND EXPERIMENTAL ECONOMICS	3		18049	ECONOMIA DEL NON PROFIT E MICROCREDITO	6	
ENTR-1342	ARTS ENTREPRENEURSHIP MINDSET						
PLSI-1342	INTERNATIONAL POLITICS	3		18240	SCIENZA POLITICA	6	
PLSI-3442	INTERNATIONAL LAW						
PLSI-3448	INTERNATIONAL HUMAN RIGHTS	4		19258	DIRITTO INTERNAZIONALE	6	
SOCI-3159	SOCIAL RESEARCH SKILLS WORKSHOP						
SOCI-3359	+ SOCIAL RESEARCH DESIGN	4		20441	SISTEMI INFORMATIVI PER LO SVILUPPO	6	
ENTR-3340	INNOVATION, DESIGN, AND ENTREPRENEURSHIP	3		20430	LABORATORIO DI PROGETTAZIONE	6	
INTL-4104	SENIOR PORTFOLIO	4					
ECON-3-90	Research Topics	3		07553	TIROCINIO	6	
	TOTAL				TOTAL		

Table 3

JOINT CLASSES⁵

Name	Credits	Location
PERFORMING HUMAN RIGHTS AND MIGRATION LAW	6 ECTS	UNIPA
ECONOMICS AND MIGRATION	6 ECTS	UNIPA

⁵The *Special Politics and Theatre for Social Change* courses are newly activated courses for UNIPA. The courses *Performing Human Rights and Migration Law* and *Special Topics in Mediterranean Area: Economics and Sociology* are new for both UNIPA and TU. *Economics and Migration* is new for Trinity. The course *Performing Human Rights and Migration Law* replaces *Migration Law* at UNIPA and *Performing Human Rights* at TU.



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THEATER FOR SOCIAL CHANGE	6 ECTS	UNIPA
SPECIAL TOPICS	6 ECTS	TU
SPECIAL TOPICS IN MEDITERRANEAN AREA: ECONOMICS AND SOCIOLOGY.	6 ECTS	TU



Annex IV ISP Advisory Committee

ISP Advisory Committee: The ISP Advisory Committee will be composed of professors from both universities.

While waiting the parties to indicate their representatives, the ISP Advisory Committee will be composed of those professors promoting the agreement:

Prof.ssa R. Aloisi (TU)
Prof. F.M. Lo Verde (UNIPA)
Prof. R. Prestigiacomo (TU)
Prof. V. Provenzano (UNIPA)
Prof. F. Simon (UNIPA).