



L'INSTITUT SHASTRI INDO-CANADIAN  
INDO-CANADIEN INSTITUTE

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# A GUIDE TO MEMBERSHIP

**JANUARY 2013**

**Facilitating sustainable, mutually beneficial academic and  
cultural linkages between India and Canada**

# Who we are

**T**he Shastri Indo-Canadian Institute is a bi-national organization that promotes understanding between India and Canada through academic activities and exchanges. The scope of these activities include fellowships, funded research, internships and library resources, with an impact that cuts across academia, government, the business community and civil society.

The Shastri Institute is funded by government bodies in both India and Canada and is named after Lal Bahadur Shastri, Prime Minister of India from 1964-1966.

## Background

The concept of an Institute to promote scholarly activity between India and Canada was conceived in 1966, during a conversation between then Indian Finance Minister T.T. Krishnamachari and Professor Michael Brecher of McGill University. In 1967, a joint announcement by the Indian and Canadian governments gave birth to the Shastri Indo-Canadian Institute.

Initially, the focus of the Institute was to encourage university level Canadian teaching and research on India. Due to a reciprocal interest in Canada among Indian researchers in the early 1980s, the Institute began promoting similar Canadian Studies programs in India. Over the Institute's 40 year history we have awarded hundreds of fellowships. We have also placed thousands of books in Canadian and Indian university libraries, presented dozens of seminars and funded world class research.

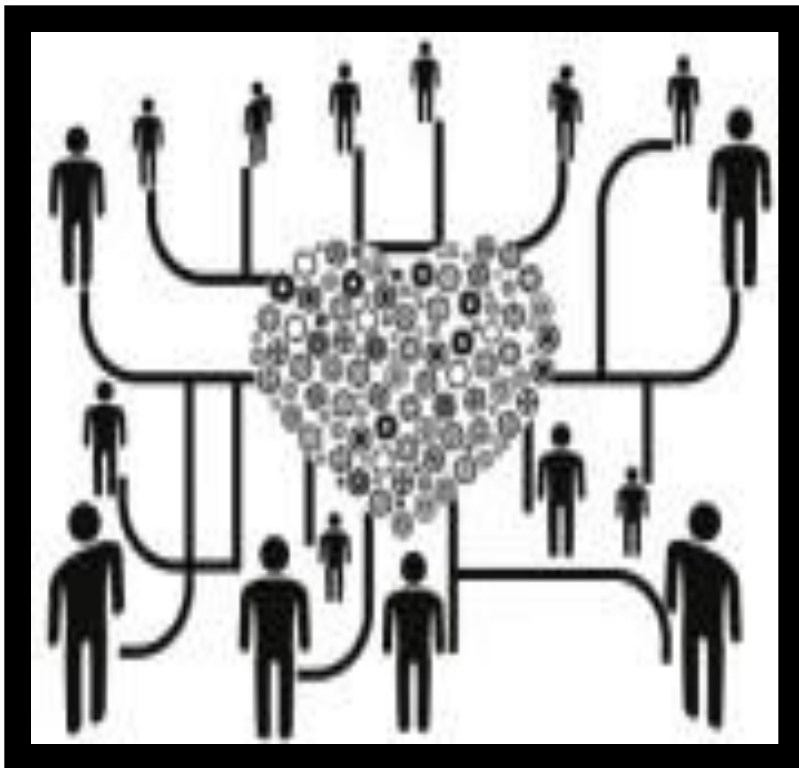
Today, the Institute's activities have broadened beyond the social sciences and humanities. Many of the projects we fund today have multidisciplinary scope. In the field of development we focus on achieving gender equality, environmental sustainability and promoting the United Nation's Millennium Development Goals, corresponding to the National development priorities of India.

The Shastri Indo-Canadian Institute currently maintains a bi-national status with offices in Canada and India. Its governing board namely: Executive council consists of equal number of members and government representatives from India and Canada.

The Institute's core operating grants come from the governments of India and Canada.

# Why membership is important for you

- ✓ As one of only two Canadian organizations that enjoy a bi-lateral relationship directly with a foreign government, the Shastri Institute has an exclusive opportunity to participate in the development of Canada-India relations; a process in which our members play a vital role.
- ✓ Members influence the direction we take and the services we provide by assigning a representative to sit on our Members Council.
- ✓ Members have access to extensive in-country support services through our offices in both countries that will enable them to more easily and effectively develop bi-national networks and partnerships.
- ✓ Member institutions receive ongoing communications about our grants, awards and other funding opportunities and have exclusive access to most of these funds.
- ✓ Member universities in Canada receive a yearly allocation of valuable library resource materials from Indian publishers.



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***Enhanced contact with other institutions involved in development research is of great importance to us. We very much appreciate the vital role the Shastri Institute plays in bringing institutions such as ours into closer communication with academic partners in India and also with in Canada.***

- Dr. Philip Oxhorn, McGill University

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# Benefits of Membership

## 1. **Visibility**

The members of Shastri member institutions get opportunities to showcase and publicize their events, news, achievements and publications both in and outside of their institution through the Institute's website, newsletters, annual reports, and other events, such as: regional and national conferences, seminars and roundtables.

## 2. **Skill Development**

The members benefit from opportunities to participate in the governance of the Institute, which provides ample prospects for developing administrative, management and decision making skills.

## 3. **Access to Grants and Participation**

Faculty members of member institutions receive opportunities to participate in all the programs, grants and services of the Institute offered throughout the year.

## 4. **Faculty Development and Enrichment**

Faculty of member institutes frequently participate in our fellowships, visiting lectureship programs and receive seed grants to develop collaborative projects with Indian institutions.

## 5. **Research Collaboration**

Faculty members of member universities receive opportunities to conduct joint research with Indian institutions.

## 6. **Student Development**

Students from member institutions receive opportunities to internationalize their education and experience by accessing grants for language studies (Indian), research projects, internship and other capacity building opportunities, require visiting and studying in Indian institutions.

## 7. **Resources**

Member Universities in Canada receive an allocation of resource and library materials related to India studies

## 8. **Member Services**

Members receive in-country support services in Canada and India with respect to developing contacts, linkages and partnerships with universities in India.

## 9. **Networking with other Member institutions**

Members receive ample networking opportunities (in person and virtual) with other Canadian and Indian members through participating in annual general meeting and other events of the Institute.

*The work of the Shastri Institute is to facilitate relationships between our member institutions in India and Canada. We consider our member institutions to be our partners in this enterprise and we maintain close relationships with our Member Representatives through regular communications and face-to-face meetings. We also stay in touch with our faculty and student alumni, providing them continued support through our program officers and regular updates through our newsletters.*

# About Membership

Shastri Indo Canadian Institute (SICI) welcomes membership application from Canadian institutions of higher learning and related research councils, institutes, commissions and national museums located in Canada, whose activities support:

- ***the mission of Shastri Indo-Canadian Institute;***
- ***specialized professional teaching and research studies and have interest in education collaboration with India;***

## Membership Eligibility

- Membership in the Canadian Members Council (CMC) shall be opened to Canadian academic institutions of higher learning and related research councils, commissions and national museums located in Canada, with such credentials as approved by the Executive Council.
- Only institutions that are comprehensive universities or have active academic undergraduate and graduate teaching research programs in specialized fields and interest in collaborative mandate with India may be considered for membership.

## Type of Membership

The Institute only offers '**Institutional Membership**'.

## CMC Membership Fees

Current CMC Membership fees as of January 2012:

<b>Category One</b>	<b>Category Two</b>
<b>Fees for Institutions more than 6,000 students</b>	<b>Fees for Institutions less than 6,000 students</b>
1) Membership Fees is \$ 5, 233	1) Membership Fees is \$ 3,140
2) Library Fees is \$ 498	2) Library Fees is \$ 299
<b>Total is \$ 5, 731</b>	<b>Total is \$ 3, 439</b>

The Executive Council shall have the authority to set the fees for Membership to be ratified by the Members' Council in Canada. The Membership fees for all Canadian Members shall be the same, unless otherwise specifically authorized by Ordinary Resolution of the Canadian Members' Council.

## **Membership Rights and Obligations**

- a. A member institution of SICI is expected to fulfill the following requirements for continuation of membership:
  - ✓ Payment of annual membership fee.
  - ✓ Participation and/ or collaboration in local programs organized by SICI whenever possible.
  - ✓ Participation in annual Canadian Member Council meetings whenever possible.
  - ✓ Promoting Canada India education collaboration by encouraging its faculty, researchers, and students to develop such linkages with Indian Institutions.
  - ✓ Providing to the Institute on an annual basis a report on its Canada-India Education collaborations.
- b. The Members of the Institute shall at all times observe and be bound by the provisions of the Letters Patent, the By-laws and the Resolutions of the Institute.
- c. Each member, and only members, will have the right to access all programs and services offered by or through the Institute.
- d. Each Member shall have the right to one vote at any meeting of Members.
- e. All decision making authority shall reside with the Members except where specifically delegated to the Executive Council by this By-Law or any other by-law or resolution passed by the Members.

## **Termination of Membership**

- a. A member institution of SICI shall cease to be a member on any of the following grounds:
  - ✓ Non-payment of annual membership fee (for two years in continuation).
  - ✓ Involvement in activities that are in contravention or against the mission and objectives of SICI.
  - ✓ Lack of evidence of significant commitment to promoting Canada India Education Collaboration.
- b. Members may withdraw from the Institute at any time by filing a written resignation with the Institute but such withdrawal shall not relieve the withdrawing Member from any dues or assessments that may have become due and payable to the Institute prior to such withdrawal.
- c. The Membership of any Canadian Member may be terminated by Special Resolution of the Canadian Members' Council.

## Membership Application Process

1. Any institution that falls in any of the above described categories and desires to become a member of CMC, needs to submit a letter of interest or request for membership to the SICI office in Canada.
2. The letter of interest and all other supporting documentation shall be placed before the Executive Council of Shastri Institute for consideration.
3. The letter of interest should provide the following information to facilitate their admission request:
  - ✓ National and International reputation;
  - ✓ Profile of Faculty members engaged in Canada-India education cooperation and collaboration;
  - ✓ Profile of past and current Educational collaboration involving Indian institutions;
  - ✓ A demonstrated commitment to promote Canada India education cooperation and collaboration with statement of planned activities to be undertaken;
  - ✓ Recommendation from an EC member (based on his/her visit to the Institution) that the Institution meets the criteria.
4. The Executive Council will base its decision for eligibility on the above mentioned criteria.
5. The Executive Council shall have the authority to admit new Members.
6. A new Member shall become a Member on the date set by the Executive Council.

## How to Apply

Following are the steps in acquiring membership with the Shastri Institute's Canadian Member Council:

- a. Visit our website at <http://www.sici.org/home/> for information about membership policy of the Institute.
- b. Fill in the membership 'Application' form with required information and submit it electronically to the Institute's member relations officer at [maldeen@ucalgary.ca](mailto:maldeen@ucalgary.ca)
- c. The Institute will notify you of the status of your application within 4 weeks; (please note that the Institute's Executive Council reviews all membership requests and makes decision accordingly).
- d. Upon receipt of affirmative notification from the Institute, download and fill up the 'Membership Admission form.
- e. Send the membership admission form along appropriate membership fees (cheque) to the Institute's mailing address.

# Membership Voyage

Upon acquiring membership with the Shastri institute, the first step is to appoint the three representatives from your institution who will work with us to ensure that you receive all the benefits of membership. These are: the appointing authority, the member representative and the library representative.

## **How to select an Appointing Authority**

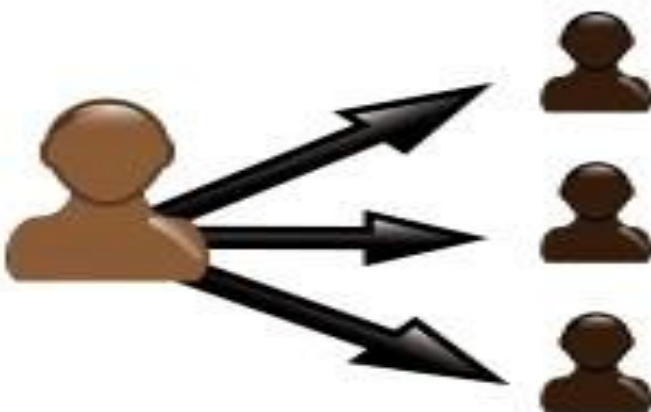
The Appointing Authority has one important role- to ensure that there are active representatives at your institution. If a representative leaves the institution, or for any reason is unable to fulfill her/his duties, we will call upon the Appointing Authority to appoint a replacement. The Appointing Authority will also receive the invoice for annual membership fees. The ideal Appointing Authority will be a senior administrator. The VP Academic/Provost, Associate VP International, VP Research or President are all appropriate fits.

## **How to select a Member Representative**

The ideal Member Representative will be an individual with an extensive background in academic internationalization who has an interest in India. The candidate will have a prominent profile at your institution and s/he will be able to easily recruit support for the Institute's work through students, faculty members and the university administration.

## **How to select a Library Representative**

The Library Representative is a role that is distinct from that of the Member Representative. This individual will have responsibilities and skills specially related to the development of library resources at your institution. The ideal Library Representative will have an extensive interest and/or specialization in India related resources and an awareness of your institution's needs with regards to India.





## The Role of Member Representatives

- ✓ To build awareness of the Shastri Institute and create/revive interest in India at your institution.
- ✓ To ensure the efficient flow of information between the Shastri Institute and the faculty and students at your institution while conveying to us the needs of your institution.
- ✓ To encourage collaboration and partnership with the Shastri Institute on India related projects and initiatives at the administrative level.
- ✓ To effectively represent your institution (not simply his/herself or his/her department) on the Canadian Members Council where key decisions about the Institute are made.
- ✓ To notify the Shastri Institute of changes in Appointing Authority, or if there are other changes within the top administration of your institution.



### *You might maximize your membership returns by:*

- ✓ *Networking with faculty, students, librarians and administrators and encouraging them to use the resources available through the Institute.*
- ✓ *Updating our Communications Officer on India related projects and initiatives occurring at your institutions on an ongoing basis.*
- ✓ *Building a network of faculty and students who subscribe to Shastri News, our quarterly electronic newsletter, with updates on grants, awards, upcoming events, member activities and other relevant issues.*
- ✓ *Soliciting and nominating individuals at your institutions to serve on the Institute's grant awarding committees.*
- ✓ *Contacting the Appointing Authority or assigning a temporary replace if they are unable to fulfill these responsibilities for an extended period.*



# A Glimpse of our Current Programs

The Institute's programs are designed and offered to cover the following four broad thematic areas, namely:

- I. Knowledge Creation, Mobilization and Capacity Development (collaborative research projects);***
- II. Institutional Partnership Building projects (Faculty Mobility projects);***
- III. Student Mobility and Student Exchange Program***
- IV. Engaging India and Engaging Canada Program (Promoting Understanding of Canada in India and vice versa)***

Below is a list of Shastri Institute's Program and Projects offered in 2012-13 from the Canada office:

- ✓ Shastri Action Research Grant
- ✓ Pro-Development Initiative Grant
- ✓ Institutional Research Collaboration Development Grant
- ✓ Policy Research Grant
- ✓ Partnership Development Seed Grant
- ✓ Faculty Mobility Grant
- ✓ Scholar Travel Subsidy Grant
- ✓ Canadian Membership Development Fund
- ✓ Student Excellence Award
- ✓ International Youth Internship Program
- ✓ Internship Project for Indian Students
- ✓ Lal Bahadur Shastri Student Prize
- ✓ Shastri Lester Pearson Memorial Lecture
- ✓ Kanta Marwah Lecture Series

Please visit at: <http://www.sici.org/programmes/for-canadians/> for necessary details on programs, grants, awards offered to Canadian scholars.

