

IMPLEMENTATION AGREEMENT
BETWEEN
DE MONTFORT UNIVERSITY
AND
UNIVERSITY OF SCIENCE AND TECHNOLOGY BEIJING
FOR THE DEVELOPMENT OF THE CONFUCIUS INSTITUTE
AT DE MONTFORT UNIVERSITY

In accordance with the desire to achieve a healthy operation and sustainable development of the Confucius Institute at De Montfort University, and in consideration of the Agreement Between The Confucius Headquarters (Hanban) And De Montfort University For The Establishment Of The Confucius Institute At De Montfort University, De Montfort University and University of Science and Technology Beijing hereby enter into the following implementation agreement.

I. AIM

The aim of this agreement is to guarantee the healthy operation and the sustainable development of the Confucius Institute at De Montfort University.

II. MEMBERS OF THE BOARD OF ADVISORS

DMU CHAIR: Professor Dominic Shellard, Vice Chancellor, De Montfort University

CHINESE CHAIR: Professor LUO Weidong, Chancellor, University of Science and Techonology Beijing

MEMBER:

Andy Collop, Pro-Vice Chancellor, Dean of Faculty of Technology, De Montfort University

James Gardner, Director of Strategic and International Partnerships, De Montfort University

Dahai GAO, Regional Manager (East Asia), International Office, Strategic and International Partnerships

Professor ZHANG Yue, Vice President, University of Science and Technology Beijing

Professor WANG Ge, Director of International Office, University of Science and Technology Beijing

GUO Kanjun, Associate Director of International Office, University of Science and Technology Beijing

III. OBLIGATIONS OF THE BOARD OF ADVISORS

1. To shoulder the responsibility for the operation of the Confucius Institute, and to take charge of arrangements, discussions and decisions of all major issues of the Confucius Institute.
2. To make the implementation plans according to the signed agreement by Hanban and De Montfort University.
3. To formulate or approve the curricula of the teaching programs run by the Confucius Institute.
4. To formulate or approve the recruitment plan of all the programs run by the Confucius Institute.
5. To formulate or approve the financial plan of the Confucius Institute.
6. To appoint Britain and Chinese Directors of the Confucius Institute. Chinese Director should be assigned by University of Science and Technology Beijing, and should be qualified in English, Chinese Culture, management and coordination abilities. Britain Director should be the professor from De Montfort University with administrative abilities, and who is devoted to the Sino-Britain cultural exchange and the establishment of the Confucius Institute.

7. The Directors are responsible to the Board of Advisors.
8. To provide the Confucius Institute with fixed working offices and suited areas for teaching and other activities, equipping with essential working and teaching facilities, so that all the policies and decisions by the Board of Advisors can be carried out.

IV. MECHANISM OF THE BOARD OF ADVISORS

1. Establishing the contact between Britain Chair and Chinese Chair of the Board of Advisors, and the contact between Britain Director and Chinese Director.
2. Convening Board of Advisors Meetings at least one time annually, and making important policies and decisions on the operation and development of the Confucius Institute.
3. Submitting Confucius Institute's annual plans and fiscal year summaries to De Montfort University, Hanban and University of Science and Technology Beijing in May every year.
4. Discussing with Hanban on the solutions when there are some problems or difficulties in the operation of the Confucius Institute.

V. SUPPLEMENTARY CLAUSES

RESPONSIBILITIES OF UNIVERSITY OF SCIENCE AND TECHNOLOGY BEIJING

1. To provide one or two visiting scholars/instructors on Chinese language and culture each year.
2. To provide textbooks, reference materials, and audio-visual materials .
3. To designate Chinese Director and language teachers for the Confucius Institute. Normally, the term of office for the Director is two to three years, while two years for teachers. The shortening or prolonging of the term of office is allowed in special situation but should be approved by the Board of Advisors. Reappointment is

also allowed;

4. To receive the students study group from the Confucius Institute. University of Science and Technology Beijing should assign instructors to help them with their study and practice. The expenses incurred would be covered by the Confucius Institute.
5. To decide the themes of the academic reports and the implementation plans through discussion with the board of Advisories.
6. To provide reception service for the De Montfort University visiting teachers or administrative staff relevant to the institute affairs, and to arrange relevant accommodation and transportation.

RESPONSIBILITIES OF UNIVERSITY OF DE MONTFORT UNIVERSITY

1. To provide apartments and offices with necessary facilities for the Chinese Director and instructors when they work at the Confucius Institute.
2. To designate DMU Director, assistant teacher and secretary.
3. To undertake the marketing of the programs run by the Confucius Institute, to be responsible for the recruitment and management of students.
4. To hold the academic activities relating to the Confucius Institute.
5. To provide reception service for the Chinese visiting teachers or administrative staff relevant to the institute affairs, and arranging relevant accommodation and transportation.
6. To providing Chinese staff with convenient, suitable and free-of-charge housing.
7. To inform USTB of the requested number of teachers and the basic requirements to help USTB make its selection.
8. To give feedback annually the working performance of Chinese Director and teachers.
9. To help Chinese staff solve the difficulties they meet in Britain.


VI. Financial Support

1. The fund of the Confucius Institute consists of five parts:
 - 1) Support from De Montfort University;
 - 2) Support from Hanban;
 - 3) Support from University of Science and Technology Beijing;
 - 4) Tuition fee from the programs of the Confucius Institute;
 - 5) Donation from the community.
2. The Confucius Institute should submit yearly budget report and yearly settlement report to De Montfort University, Hanban and University of Science and Technology Beijing at the beginning of each academic year.
3. Incomes generated from the Confucius Institute should be used to support the operation expenditures and the development and expansion of the Confucius Institute.

VII. Agreement Language


This Agreement is written in both Chinese and English. Each version shall have the same effect. Each party shall keep the two versions for reference.

Signed for and on the behalf of
De Montfort University

Signed 
Professor Dominic Sheppard
Vice Chancellor

Date.....04/02/13.....

Signed for and on behalf of
University of Science and
Technology Beijing

Signed 
Professor LUO Weidong
Chancellor

Date.....2013/02/04.....

**北京科技大学
与
德蒙福特大学
关于合作建设新华德蒙福特北科大创意产业技术
孔子学院的执行协议**

为了保证新华德蒙福特北科大创意产业技术孔子学院的健康运作和可持续发展，北京科技大学和德蒙福特大学在国家汉办和德蒙福特大学已经签订《关于合作建设新华德蒙福特北科大创意产业技术孔子学院的协议》的基础上，现签订执行协议如下。

第一条 目的

为了保证新华德蒙福特北科大创意产业技术孔子学院（以下简称孔子学院）的健康运作和可持续发展，北京科技大学与德蒙福特大学现签订本执行协议。

第二条 双方共同组建的理事会名单

英方理事长：Dominic Shellard 德蒙福特大学校长

中方理事长：罗维东 北京科技大学党委书记

成员：

Andy Collop, 德蒙福特大学副校长，技术工程学院院长

James Gardner, 德蒙福特大学战略与国际合作主任

邵大海 Dahai GAO, 德蒙福特大学国际部大区经理（东亚）

张跃 北京科技大学副校长

王戈 北京科技大学国际合作与交流处处长

郭侃俊 北京科技大学国际合作与交流处副处长

第三条 理事会的工作任务

1. 承担孔子学院正常运转的责任，负责安排、讨论和决定所有孔子学院的重大问题。
2. 制定并实施国家汉办和德蒙福特大学所签协议规定的任务的执行计划。
3. 为孔子学院所开设的各类教学项目制定或审定课程计划和计划。
4. 制定或审定孔子学院各类项目的招生计划。
5. 制定或审定孔子学院的财务计划和决算。
6. 任命孔子学院院长。中方院长由北京科技大学指派，由英语流利、中国文化知识丰富、具有较强管理协调能力的人员担任。英方院长由德蒙福特大学指定，由热心于中英文化交流及孔子学院发展，中文或英文流利，并具有行政管理能力的人员担任。
7. 孔子学院实行理事会领导下的院长负责制。
8. 为学院提供固定的办公场地和适合的教学及其他活动场所，配备必要的办公、教学设备并负责其安装、管理和维护，以便贯彻执行孔子学院理事会制定的全部政策和决定。

第四条 理事会的工作机制

1. 建立中外方理事长之间，中外方院长之间的联系。
2. 每年至少召开一次全体理事会年会，制定有关孔子学院运转和发展的重大政策或决定。
3. 每年五月向德蒙福特大学，国家汉办和北京科技大学提供一份年度工作计划和年终总结报告。
4. 当孔子学院运转中出现问题或困难时，向国家汉办商讨解决办法。

第五条 协议双方义务的补充条款

北京科技大学：

1. 每年提供一至二名高水平的语言和文化教师。
2. 提供教科书，参考资料和视听材料。
3. 选定中方孔子学院院长和语言教师。院长任期一般为 2-3 年，教师任期一般为 2 年。特殊情况由理事会同意增减任期。可以连任。
4. 每年接待孔子学院的学生到北京科技大学学习。届时北京科技大学将提供班主任和教师帮助学生完成实习和学习任务。由此而产生的费用由孔子学院的财政提供资助。
5. 与理事会商定孔子学院学术报告的题目和实施计划。
6. 接待与孔子学院事务有关的英方来访的教师和管理人员。
负责食宿和交通。

德蒙福特大学：

1. 给赴德蒙福特大学教学和工作的中方人员提供必要的办公用房及设备, 供北京科技大学教师和院长在英国工作期间使用。
2. 选定英方孔子学院院长、助教和秘书等人员。
3. 承担孔子学院的各种办学项目的广告宣传工作。负责学生的招收和管理工作。
4. 负责举办与孔子学院有关的各种学术和文化活动。
5. 接待与孔子学院事务有关的中方人员来访。负责食宿和交通。
6. 帮助中方人员寻找方便和合适的住房, 为中方教师和孔子学院院长在英工作期间提供免费住宿。
7. 提出需要的教师数量。提出孔子学院院长和教师的基本条件, 供中方选择院长和教师时参考。
8. 每年向中方反馈中方孔子学院院长和教师在英工作情况。
对严重不称职的院长或教师提出更换建议。
9. 帮助处理中方人员在英遇到的困难和意外。

第六条 财务事务

1. 孔子学院的经费由以下五部分组成:
 - 1) 德蒙福特大学的支持;
 - 2) 国家汉办的支持;
 - 3) 北京科技大学的支持;
 - 4) 开办各种教学科目的学费收入;

- 5) 当地社区的捐款。
2. 每学年年初要向国家汉办，德蒙福特大学和北京科技大学提供预算报告和结算报告。
3. 孔子学院的运营过程中所产生的收入主要用于孔子学院的业务支出和持续发展以及孔子学院有关的各种活动。

第七条 协议使用的语言

本协议书用中文和英文写就。两种文本具有同等效力。协议双方各持中英文文本各一份，以备查询。

北京科技大学党委书记



罗维东教授

日期: 2013/12/04

德蒙福特大学校长



Professor Dominic Shellard

日期: 04 | 02 | 13