

11th Korea-America Student Conference (KASC) 2018 Host University Guidelines

Thank you for your interest in hosting the Korea-America Student Conference (KASC) in the summer of 2018. The following information is designed as a guide for prospective host universities for the 11th KASC. The points listed below serve as guidelines and are negotiable; ISC will work with your university to make the partnership mutually beneficial for both parties. We look forward to visiting your campus next summer!

As a Fellow of ISC, one of the premier international students led programs for young university students leaders, I am reaching out to you directly as a potential partner or as someone who may know about great programs we should reach out to in order to explore partnership opportunities.

Having recently expanded our KASC program to KASC students to Seoul, Busan and other cities in USA, we now seek new partners in other locations in Korea to implement the exchange student led program with our Executive Committee students. In particular, we are considering partnerships in Busan. We are also exploring opportunities in Missouri and Seattle in USA. We are seeking Busan partners in 2018 summer and will Dong-A university is a strong match.

ISC Overview:

To briefly introduce our program, [KASC](#) is a student-led, academic and cultural exchange program launched in 2008 to build closer ties between young leaders in the United States and Korea. The conference brings together 36 competitively selected American and Korean university students for three weeks in the summer, where they discuss and propose solutions to various issues surrounding US-Korea relations. What makes the conference unique is that it is student-led; an Executive Committee of 10 student leaders from the two countries plan and administer the conference, from selecting the topics and speakers to planning out conference logistics. Students engage in a variety of activities, such as panel discussions, roundtables, site visits and workshops, interacting directly with leaders in government, business and etc. The student-run nature of the program provides a unique opportunity for leadership and cross-cultural skills training. The greater mission of KASC is to promote mutual understanding and trust among future leaders in the US and Korea. We now seek partners in Busan to implement the KASC Conference.

Basic Hosting Requirements

- **Room and Board for 36 Delegates + 1 Program Manager** – We are looking for affordable, traditional dorm style accommodation. Shared bathrooms are acceptable. We may or may not utilize campus meal plans based on our schedule and needs.
- **One Large Lecture Hall or Multipurpose Room (100 people)** – This room will most likely be used once to three times during the stay on campus depending on the length of stay. There is a possibility of hosting one or two public events (most outside guests are alumni and speakers) on campus during the stay.
- **4 Discussion Rooms (10 people each) or 1-2 Classrooms (to fit 2-4 groups per room)** – These rooms are used for the student roundtable discussions at least 3-4 times during the stay for 2-4 hours at a time. These could be partly or entirely substituted by lounges/common spaces on campus or

in the dorms based on availability of such spaces.

- **Lounge or Common Room** – If available, common areas in the dorms or on campus to use 24/7 for informal meeting & mingling.
- **Basic Conference Amenities** - Access to basic linens, laundry facilities, and campus wifi preferred.
- **Other resources if possible** – Access to computer facilities, wi-fi, library, sports facilities, health clinic if available to visitors.

Dates and Length of Stay

KASC typically begins in mid/ late July and lasts 3-4 weeks. We are expecting July 31-August 4 to be 11th KASC dates. The students will visit 4 universities staying 5-7 days at each location. Longer stays give students a chance to experience the area, interact more in-depth with the surrounding community and accomplish more in their academic discussions; however, we understand that longer stays are not always feasible and are open to discussing dates that work for our hosts.

Transportation

If school transportation is available to/from the nearby airport, within the campus community or to local field trip destinations, that would be very helpful. Information on local public transportation and charter bus companies is also appreciated.

Academic and Administrative Support

As KASC is a student-run conference, the student leaders plan the substance of the conference and make administrative arrangements, with support from International Student Conferences (ISC) staff in Washington, D.C.

In order to highlight the partnership between the host university and KASC, faculty and students will be invited to participate in roundtable discussions, panels, receptions during KASC, though participation is voluntary.

Apart from the housing staff, the administration and faculty do not bear responsibility for the logistical details of conference planning and execution; academic and administrative support are appreciated but not necessary. The university may be asked to help provide introductions to various on and off campus organizations, but student leaders and or ISC staff will take care of the arrangements beyond the initial introduction.

In closing, I would like to thank you for all of your help. If you would like, I am happy to speak more about KASC and ways that we may be able to collaborate. As always, please feel free to contact me for any inquiries.

Best regards,
Jenny