



Universidad de
los Andes
Colombia

School of
Management



2020 International Summer School Guidelines

Introduction

Universidad de los Andes is a private, non-profit, non-denominational university founded in 1948. The current academic offer includes 17 doctoral programs (380 students enrolled), 76 graduate programs (3,260 students) and 43 undergraduate programs (14,556 students), totaling 18,196 students. Among other resources, 73% of Uniandes full-time faculty hold a PhD.

The School of Management (UASM), one of its twelve constitutive Schools, was created in 1972. UASM defines itself as a school of management rather than a business school, committed to educate and influence decision makers in the private, public and non-profit sectors through its main differentiators: leadership, sustainability and innovation. Universidad de los Andes School of Management is the only Colombian institution accredited by AACSB, EQUIS and AMBA and one in ten schools in Latin America.

The **International Summer School** is delivered at Universidad de los Andes School of Management (UASM) in Bogota, Colombia. It was launched in 2004 and it aims to offer students the opportunity to broaden their international perspective by being exposed to cutting edge courses that provide advanced learning in specialized management fields. This intercultural experience offers a wide variety of credit-granting courses that are delivered by international visiting faculty from prestigious universities around the world and seeks to offer students and participants exposure to different methodologies and learning practices.

All International Summer School courses are taught in **English** and are designed for both undergraduate and graduate students who seek to increase their knowledge in a global and competitive environment.

International Summer School - Key Facts

- Visiting faculty from more than 75 universities worldwide have taught courses in this program since 2004.
- 156 different courses have been delivered since 2004.
- The program has grown from 124 students and participants in 2004 to 583 in 2019.
- A total of 6.288 students have participated since 2004.

The 2019 International Summer School

The following courses were delivered in 2019:

No.	Visiting faculty	Course	University	Country	Dates
1	Ramiro Montealegre	Digital Technology and Business Strategy	University of Colorado-Boulder	USA	June 4 - June 14
2	Stefan Gröschl	Responsible Leadership and Sustainable Business Practices	ESSEC	France	
3	Renato Orsato	Digital Business Platforms and Sustainability	INSEAD – Fundação Getúlio Vargas	France – Brazil	
4	Alexander Coutts	Behavioral Insights for Business and Finance	Nova School of Business and Economics	Portugal	
5	Miguel Gómez	Marketing and Management in the Food Industry	Cornell University	USA	
6	Jaime Sabal	Real Estate Finance	ESADE Business School	Spain	June 17 - June 29
7	Claude Chailan	Business Models - The New Frontier of Strategy	EM Strasbourg Business School	France	
8	Christina Lubinski	Entrepreneurial Imagination: responses to innovation in past, present, and future	Copenhagen Business School	Denmark	
9	Wladislaw Rivkin	Leadership and Resilience in Organizations	Aston University	United Kingdom	
10	Nedret Billor	Data Mining with Business Analytics	Auburn University	USA	
11	Gyula Zilahy	Corporate Sustainability and Climate Change – Challenges and Opportunities for Business	Budapest University of Technology and Economics	Hungary	July 2 - July 12
12	Xavier Basurto María Alejandra Vélez	Governance and Conservation in Marine Protected Areas	Duke University Universidad de los Andes School of Management	USA Colombia	July 8 - July 13

Courses delivered in the morning

Key Information

Course dates:

The 2020 International Summer School will be held during **June 1 - July 10** in three separate blocks of courses:

Block	Dates
1	June 1 - June 12
2	June 16 - June 27
3	June 30 - July 10



Course Schedule:

All courses must be exactly **30-contact hours** (4 credit-hours for undergraduate students or 2 credit-hours for graduate students). They must be delivered during an exact two-week period and in the previously established blocks. Courses are scheduled accordingly:

- Monday to Friday from 6:00 p.m. to 9:00 p.m. (Three hours per day).
- Saturdays from 9:00 a.m. to 12:00 p.m. and/or 1:00 p.m. to 5:00 p.m.
- Some courses (one per block) are scheduled from Monday to Friday from 9:00 a.m. to 12:00 m.

Number of Courses:

Every year, an average of 12 courses are delivered in this program. These can coincide in dates and schedule (maximum four courses can be taught during the same block).

*** VERY IMPORTANT:** Selected visiting faculty who accept participation in 2020 UASM International Summer School must teach exclusively in this program. They cannot teach courses at another University and/or School during the period of the course delivery.

The students:

All International Summer School courses are offered to undergraduate and graduate students (MBA and Specialized masters) from the School and the University. When designing a course proposal it is important to consider that students from different program levels (undergraduate and graduate) can enroll in the same course. Diversity in course composition is one of the highlights of the program.

Specifically, students belong to the following programs:

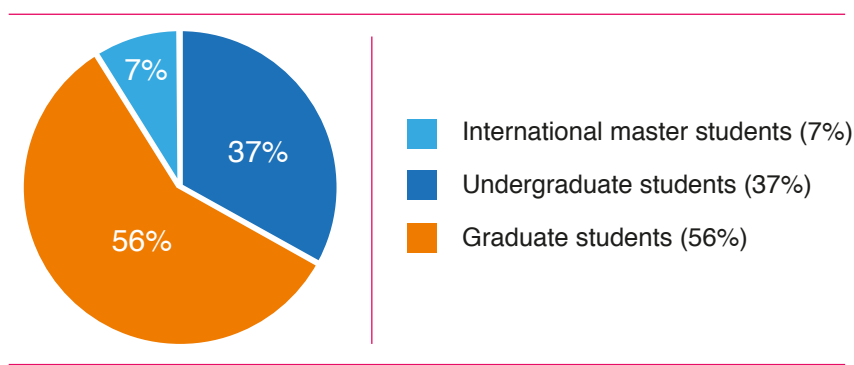
- School of Management undergraduate students (who have already approved 100 credit hours and thus are in their last semesters).
- School of Management graduate students enrolled in any of the following programs:
 - Full-time MBA
 - Part-time MBA
 - Executive MBA
 - Master in Finance
 - Master in Marketing
 - Master in Environmental Management
 - Master in Development Practice
 - Master in Supply Chain Management
 - MSc in Management
 - Specialization programs
- Undergraduate Students from different Schools and Departments at Universidad de los Andes (E.g.: Engineering, Economics, Social Sciences, Arts, etc.).
- Graduate students from different Schools and Departments at Universidad de los Andes (E.g.: Master in Engineering, Master in Economics, etc.).
- International students coming from different partner universities.

On average each course has **50 enrolled students**. It is important to take into account that in 2019 courses ranged from 35 to 55 students per course. Students take these credit-granting courses as electives.

The student profile:

- Undergraduate students have no work experience.
- Master students have 3 to 18 years of work experience.
- Students belonging to the Part-time MBA, and the Specialized Masters (Finance, Marketing, Environmental Management and Supply Chain Management) work during the day. This means that their available time for doing extra-class work is limited. It is important to take this into account when assigning course work.
- Most students take 1 or 2 additional core courses during the same period of the International Summer School program.
- The average course composition for 2019 is as follows:

2019 International Summer School course composition:



Course Selection criteria

All course proposals are reviewed by the International Summer School committee in charge of selecting each year's course portfolio. Proposals are selected based on the following criteria:

- a) The uniqueness and relevance of the topic to be taught (UASM students take these courses as electives).
- b) Each visiting faculty academic background, teaching and research experience.
- c) The maintenance of a multidisciplinary balance within the program portfolio.
- d) The complete submission of the following required documents before **October 31st, 2019**:

- Updated Curriculum Vitae
- Filled online application form
- Selection of course block according to course dates
- Complete course syllabus including:
 - i. Introduction/ course description
 - ii. Course objectives
 - iii. Course methodology
 - iv. Proposed course schedule including session-by-session topics/coursework:
 - v. Minimum required readings and coursework for EACH session
 - vi. Evaluation system
 - vii. Proposed prerequisites for the course
 - viii. Required bibliography

Incomplete proposals will not be taken into account in the selection process.

Important deadlines

Date	Activity
October 31 st 2019	Deadline for submission of International Summer School proposal. It must include: CV, course syllabus, filled application form, course dates according to schedule.
November 22 nd 2019	International Summer School Committee meets to select the 2020 course portfolio.
November 29 th 2019	Results of selection process are communicated.
December 4 th 2019	Selected faculty must forward the acceptance confirmation back to UASM jointly with: (i) photocopy of the first page of passport and (ii) bank account details.
February 14 th 2020	• Submit the revised course syllabus according to UASM's recommendations. • Submit travel dates to buy tickets and make hotel reservations. • Define and confirm travel itinerary in order for UASM to buy tickets.
March 6 th 2020	All travel tickets must be purchased.
June 1 st 2020	Courses begin.
July 10 th 2020	Courses end.
July 24 th 2020	UASM must submit final grades to University.

Honorarium and additional information

All selected visiting faculty **will be paid** the following:

Honorarium of US\$6,700, which will be electronically transferred approximately five weeks after the end of the course. Please note that the Colombian government and or the banks can make some deductions to the final amount that is electronically transferred to the bank account.

Airplane ticket (Coach only). Any additional flight changes after ticket confirmation must be paid by each visiting professor. Ticket reimbursement is not allowed by the University. Faculty cannot buy their own ticket.

Hotel accommodation during the entire length of the course (plus ONLY one day before and after the start and end of the course). Breakfast and Wi-Fi are included.

Transportation services included:

i. Airport - Hotel - Airport

ii. UASM can provide a daily transport service (Hotel - University - Hotel). This service has two pre-established schedules. **The service is guaranteed upon request.** Additional transport must be paid by each faculty.

Visa expenses will be reimbursed at the end of the course via electronic transfer into the visiting faculty account. Neither honorarium nor visa expenses can be paid in cash or delivered at UASM; they can only be electronically transferred approximately five weeks after the end of the course.

UASM will NOT pay for:

- a) The cost of additional hotel nights.
- b) The cost of meals or other expenses such as: international calls, mini bar, alcoholic beverages, laundry service, etc. These must be paid directly to the hotel by each visiting faculty.
- c) Any additional costs related to the accommodation of an additional person sharing a room.
- d) International transport (taxis, trains, etc.) with the exception of transport incurred for Visa procedures. Meals incurred for Visa procedures.
- e) Local transportation services for an additional person (relatives or spouses).
- f) Local transportation services in any different schedule from those offered by the School.
- g) The School will not pay any late check-outs at the hotel.
- h)

Visiting faculty who receive honorarium must apply to the Colombian **Temporal Visitors “V” Visa**, to be able

- to participate in the program.

Each faculty will have access to an office and a computer with Internet connection at the School. Some offices

- may be shared.

An undergraduate student with proficient English skills will be assigned to each faculty to provide logistical

- support during their stay. Teaching assistants cannot help with aspects related to grading. Grading is sole responsibility of each International Summer School faculty.

About Bogotá and Colombia

Located at 2.600 meters above the sea level, Bogotá is the capital and most populated city in Colombia. Its more than eight million inhabitants represent a blend of the traditions and varied cultures of the country. Bogotá has a mild weather year-round, averaging 14°C (57°F), and ranging from 5°C (41°F) to 20°C (68°F).

Check more information about the hometown of Uniandes and Colombia in the following links:

<https://www.colombia.co/en>

<http://www.colombia.travel/en/where-to-go/andean/bogota>

<https://www.lonelyplanet.com/colombia>

Useful links

<http://administracion.uniandes.edu.co/>

<https://administracion.uniandes.edu.co/index.php/en/the-school/international-summer-school>



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Universidad de los Andes | Vigilada Mineducación
Reconocimiento como Universidad, Decreto 1297 del 30 de mayo de 1964
Reconocimiento personería jurídica Resolución 28 del 23 de febrero de 1949 Min. Justicia.