

# THE UNIVERSITY OF BRITISH COLUMBIA



## OKANAGAN SENATE SECRETARIAT Enrolment Services Senate and Curriculum Services

Okanagan Campus  
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[www.senate.ubc.ca](http://www.senate.ubc.ca)

**December 16, 2010**

**To: Okanagan Senate**

**From: Admissions and Awards Committee and Curriculum Committee**

**Subject: Affiliation between the University and Okanagan College for a Block Transfer and Admissions Agreement for the Bachelor of Science in Nursing (approval)**

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The Curriculum Committee and the Admission and Awards Committee have reviewed the attached proposal for block transfer and admission for Okanagan College (OC) Nursing students to the University. This proposal meets the definition for an affiliation between UBC and OC under Council of Senate's Policy C-2: *Affiliations with Other Institutions of Learning*.

As proposed, beginning in September 2011, Okanagan College will offer, in partnership with the University of British Columbia's Okanagan campus, years one and two of the Okanagan campus' Bachelor of Science in Nursing program based on the curriculum of the Collaboration of Academic Education in Nursing (CAEN). Graduates will receive a Bachelor of Science in Nursing from the University.

The affiliation agreement as proposed has been reviewed by to the Office of the University Council.

Because this proposal is atypical to the general affiliation agreements specified in the policy that may be addressed by each campus, it must be approved by the Council of Senates.

Therefore, the Admissions and Awards Committee & the Curriculum Committee are pleased to recommend the following to Senate:

*Motion: That Senate endorse and recommend the modification to the affiliation between the University and Okanagan College (as set out in the document entitled “Block Transfer and Admission Agreement” attached) to the Council of Senates for approval;*

*and*

*That, contingent upon the Council of Senates and Board of Governors approving the modification to the affiliation referenced above, the Senate approve the changes to Calendar entries for the School of Nursing, and the Bachelor of Science in Nursing program, as brought forward by the Faculty of Health and Social Development as set out in the attached proposal.*



**a place of mind**  
**THE UNIVERSITY OF BRITISH COLUMBIA**

Faculty of Health and Social Development  
School of Nursing  
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Nov 1<sup>st</sup>, 2010

**To: Okanagan Senate Admissions and Awards Committee**

**From: Mary Courtney, Dean, Faculty of Health and Social Development  
Jeanette Vinek, Acting Director, School of Nursing**

**Re: Block Transfer and Admission Agreement between University of British Columbia's  
Okanagan campus' Faculty of Health and Social Development and Okanagan College's  
Science, Technology and Health Programs**

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Commencing September 2011, it is the intent of Okanagan College (OC) to offer, in partnership with the University of British Columbia's Okanagan campus, years 1 and 2 of the Okanagan campus' Bachelor of Science in Nursing program based on the curriculum of the Collaboration for Academic Education in Nursing (CAEN).

OC will admit a class of 24 students each year who will study years 1 and 2 of the BSN program at OC. OC students who successfully complete all courses in years 1 and 2 according to the requirements specified in the Block Transfer and Admission Agreement will be guaranteed course transfer credits and granted admission to the BSN program at UBC's Okanagan campus in order to complete years 3 and 4 of the program and be awarded the degree by UBC's Okanagan campus. This requires some changes to our admissions regulations to enact the terms of the agreement. These changes are attached for approval.

The Faculty of Health and Social Development recommends the following:

*That the Admissions and Awards Committee approve the affiliation between UBC and Okanagan College as set out in the attached Block Transfer and Admission Agreement and recommend the terms of that affiliation to the Okanagan Senate for approval;*

*and*

*That the Admissions and Awards Committee and the Curriculum Committee approve the attached School of Nursing Block Transfer and Admission Agreement with OC curriculum proposal and that it be recommended to Senate.*

Appendix 1: Block Transfer and Admission Agreement

Appendix 2: School of Nursing Block Transfer and Admission Agreement with OC Curriculum Proposal

## **BLOCK TRANSFER AND ADMISSION AGREEMENT**

**BETWEEN**

**THE UNIVERSITY OF BRITISH COLUMBIA,  
KELOWNA, BC**

**AND**

**OKANAGAN COLLEGE,  
KELOWNA, BC**

This Block Transfer and Admission Agreement (the “Agreement”) is entered into between The University of British Columbia, on behalf of its Faculty of Health and Social Development at its Okanagan campus (“UBCO”) and Okanagan College on behalf of its Science, Technology and Health Programs (“OC”).

### **1. Objective of the Agreement:**

UBCO is a partner in the Collaboration for Academic Education in Nursing (“CAEN”) in British Columbia and the Northwest Territories. The purpose of this Agreement is to provide a means by which students who have completed Year One and Year Two of the Bachelor of Science in Nursing approved by CAEN (the “CAEN curriculum”) at OC can become eligible to transfer into Year Three of the Bachelor of Science in Nursing Program at UBCO.

### **2. Conditions Precedent of Agreement:**

The parties hereby agree that this Agreement will not take effect until the academic year following the satisfaction of all the following conditions precedent:

- a. Approval as required by the appropriate academic and administrative governing bodies at each institution. The academic governing bodies at UBCO are its Senate and Council of Senates; the administrative governing body at UBCO is its Board of Governors. The academic governing body at OC is the Education Council; the administrative governing body at OC is its Board of Governors;
- b. Approval of OC as a CAEN member by CAEN and permission to deliver the CAEN curriculum;
- c. Recognition by the College of Registered Nurses of British Columbia (“CRNBC”) for delivery of the CAEN curriculum by OC.

### **3. Requirements for Student Eligibility under this Agreement:**

To be eligible for consideration for admission to Year Three of the Bachelor of Science in Nursing at UBCO, OC students must meet the following minimum academic requirements:

- a. Successful completion of Years One and Two of the Bachelor of Science in Nursing (CAEN curriculum) with an overall (cumulative) grade average of 65% or greater;
- b. A minimum grade of 60% in each nursing course; and
- c. A minimum grade of 50% in each non-nursing course taken as part of the BSN program.

In addition to academic requirements, OC student admission to UBCO is conditional upon the student maintaining his or her student membership in CRNBC.

#### **4. Application Process**

Each year, prior to May 1, OC will submit to UBCO the following:

- a. A list of applicants who satisfy the eligibility requirements set out in Section 3 of this Agreement; and
- b. All application materials for each applicant including: official transcripts and signed application.

#### **5. Program Limits:**

UBCO will guarantee a maximum of 24 seats per academic year for OC students who satisfy the eligibility requirements set out in Section 3 of this Agreement in the academic year preceding admission.

#### **6. Curriculum:**

OC will:

- a. Deliver Year 1 and Year 2 of the CAEN curriculum as implemented at UBCO, as set out in Schedule 2: UBCO Curriculum Overview for Students and UBCO Nursing Practice Experiences for Students, or as amended from time to time;
- b. Maintain the features and academic standards of the program so as to ensure preparedness of OC students entering Year 3 of the BSN at UBCO;
- c. Provide UBCO with an annual report regarding its delivery of the CAEN curriculum, including: the number of students enrolled in Years 1 and 2; achievements and challenges; and reports or recognition from CRNBC and the Canadian Association of Schools of Nursing.
- d. Coordinate with UBCO in advance, with as much lead time as possible regarding any proposed changes to the delivery of Year One or Year Two of the CAEN curriculum;
- e. Collaborate with UBCO, and the Interior Health Authority to facilitate successful student practicum placements; and
- f. Participate in the Okanagan Clinical Placement Group of the Interior Health Authority.

UBCO will:

- a. Provide access to the UBCO library to OC students registered in Year 1 and Year 2 of the CAEN curriculum;
- b. Provide OC with an annual report regarding its Bachelor of Science in Nursing degree program, including: any policy changes, curriculum changes, achievements and challenges;

- c. Notify OC in advance, with as much lead time as possible regarding any changes to the Bachelor of Science in Nursing degree program that are anticipated or approved; and
- d. Provide OC access to the curriculum of Year 1 and Year 2 of the UBCO Bachelor of Science in Nursing program to facilitate the development of the OC program.

#### **7. Tuition:**

OC will establish the tuition fees for OC nursing courses at an amount equal to or greater than tuition fees for nursing courses at UBCO. Non-tuition fees and tuition fees for non-nursing courses may vary from the corresponding fees at UBCO.

UBCO tuition and other fees are subject to adjustment. In addition, the UBCO Board of Governors may approve new fees from time to time. Current fees will be provided during the admission process.

#### **8. Professional Membership:**

In addition to the recognition of CRNBC identified in Section 2 of this Agreement, OC will use best efforts to obtain membership in the Canadian Association of Schools of Nursing.

#### **9. Notices:**

Any notice, request or other document which may or is required to be given under this Agreement will be in writing and be delivered or sent by fax or regular mail as follows:

To UBCO:

Dean, Faculty of Health and Social Development  
3333 University Way  
Kelowna BC, V1V 1V7  
Fax: 250-807-9865

or to such other address as UBCO may designate by written notice.

To OC:

Dean, Science, Technology and Health  
10000 KLO Road  
Kelowna, BC  
V1V 4X8  
FAX: 250-862-5430

#### **10. Implementation and Review:**

Implementation of this Agreement will be through the Registrar's Office at each institution, in consultation with the units responsible for the delivery of the academic programs.

The parties will cooperate to make applicants aware of this Agreement and the terms and conditions under which students may attend OC for the first two years of the CAEN curriculum and then transfer into the Bachelor of Science in Nursing degree program at UBCO.

The heads of the academic programs will conduct periodic reviews of this Agreement, such reviews to occur not less than twice during the term of this Agreement.

#### **11. Term and Termination:**

The term of this Agreement shall commence on September 1 following the satisfaction of all conditions precedent set out in Section 2 of this Agreement and will continue for a period of five years.

Either party may terminate this Agreement upon six months written notice to the other party and such termination shall take effect the following academic year.

In the event of a termination or expiration of this Agreement, with respect to OC students registered in Year 1 or Year 2 of the CAEN curriculum at the time of termination or expiration:

- a. OC will permit such students to continue in their studies until they have concluded the program (completion, withdrawal, academic dismissal or otherwise);
- b. upon successful completion of Year 2, UBCO will admit those students who have satisfied the requirements for student eligibility set out in Section 3 of this Agreement up to the program limit of 24 students per academic year.

#### **10. Confidentiality**

In this Agreement, “confidential information” will mean all information documentation or knowledge, in any form, not generally known to the public, obtained directly or indirectly from the parties to this Agreement, or any one of them, during the term of this Agreement, including:

- a. Information, documentation or knowledge from paper or electronic files accessed during the term of this Agreement;
- b. Personal information about an identifiable individual, including but not limited to student or employee names, addresses, identification numbers, passwords, evaluation tools, educational history, employment history, personal characteristics, and financial situations;
- c. Proprietary or financial information; and
- d. Any other similar information that exists or may arise in the future.

The parties agree not to disclose, directly or indirectly, any confidential information belonging to the other party, either during or after the term of this Agreement except as authorized in writing by the owner of the confidential information or as required by law.

This Section will survive termination of this Agreement.

11. **General**

- a. **Entire agreement.** This Agreement is the entire agreement between these parties and no amendment of this Agreement will be valid unless such amendment is in writing and signed by both parties.
- b. **Assignment.** No party will assign its rights and/or obligations under this Agreement without the prior written consent of the other party.
- c. **Relationship of the Parties.** Nothing in this Agreement will be considered to constitute a joint venture, partnership, or employment relationship between the parties.
- d. **Severability.** If a provision of this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, such provision will be severed, and all other provisions will remain in full force provided that the original intent of this Agreement is preserved in all material respects.
- e. **Waiver.** No waiver will be inferred or implied by anything done or omitted by the parties save only an express waiver in writing.
- f. **Governing law.** This Agreement will be governed by and construed under the laws of British Columbia and the applicable laws of Canada without reference to its conflict of law rules. Any action or proceeding brought to enforce the terms of this Agreement will be brought in a court in Vancouver, British Columbia, and the parties hereby consent and submit to the exclusive jurisdiction of such court.
- g. **Enuring Effect.** This Agreement will be binding upon and will enure to the benefit of the parties and each of their respective successors and permitted assigns.
- h. **Counterparts.** This Agreement may be executed in separate counterparts, each of which when so executed and delivered will be deemed to constitute an original, but all of which together will constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement.

On behalf of Okanagan College:

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James Hamilton, President Date

On behalf of The University of British Columbia:

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Doug Owram, Deputy Vice Chancellor and Principal Date

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Name: Date  
Title:



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty:</b> Health and Social Development  <b>Department/Unit:</b> School of Nursing  <b>Faculty/School Approval Date:</b>          School of Nursing: October 25, 2010          Faculty of Health and Social Development:          October 27, 2010  <b>Effective Session:</b> 2011W</p>	<p><b>Date:</b> September 24, 2010  <b>Contact Person:</b> Jeanette Vinek  <b>Phone:</b> 250.807.9975  <b>Email:</b> <a href="mailto:jeanette.vinek@ubc.ca">jeanette.vinek@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage</a> &gt; <a href="#">Faculties, Schools, and Colleges</a> &gt; <a href="#">School of Nursing</a> &gt; <a href="#">Introduction</a></p> <p><b>Introduction</b></p> <p><b>[10892]</b> A School within the Faculty of Health and Social Development</p> <p><b>[10893]</b></p> <p><i>Director's Office</i>          Jeanette Vinek, Acting Director          Okanagan <b>Campus</b>          Fine Arts and Health Building, 333          3333 University Way          Kelowna, BC V1V 1V7          Tel: 250.807.9975          Web: <a href="http://www.ubc.ca/okanagan/nursing">www.ubc.ca/okanagan/nursing</a></p> <p><b>[10887]</b> UBC's Okanagan <b>campus</b> School of Nursing offers a four-year Bachelor of Science in Nursing (B.S.N.) program, with access points for <b><u>students who have completed the first two years of the Nursing program at Okanagan College,</u></b> licensed practical nurses, and registered</p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,288,847,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,288,847,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage</a> &gt; <a href="#">Faculties, Schools, and Colleges</a> &gt; <a href="#">School of Nursing</a> &gt; <a href="#">Introduction</a></p> <p><b>Introduction</b></p> <p><b>[10892]</b> A School within the Faculty of Health and Social Development</p> <p><b>[10893]</b></p> <p><i>Director's Office</i>          Jeanette Vinek, Acting Director  <b>UBC-Okanagan</b>          Fine Arts and Health Building, 333          3333 University Way          Kelowna, BC V1V 1V7          Tel: 250.807.9975          Web: <a href="http://www.ubc.ca/okanagan/nursing">www.ubc.ca/okanagan/nursing</a></p> <p><b>[10887]</b> <del>The</del> UBC Okanagan School of Nursing offers a four-year Bachelor of Science in Nursing (B.S.N.) program, with access points for licensed practical nurses and registered nurses who want to complete a baccalaureate degree in nursing. The program is reviewed by the College of</p>



nurses who want to complete a baccalaureate degree in nursing. The program is reviewed by the College of Registered Nurses of British Columbia (CRNBC) and is accredited by the Canadian Association of Schools of Nursing. A [\*Master of Science in Nursing \(M.S.N.\) program\*](#) is also offered.

**[10888]** The curriculum for the B.S.N. program was developed collaboratively with several institutions and continues to be offered in collaboration with: Aurora College, Camosun College, Vancouver Island University (formerly Malaspina University College), North Island College, Selkirk College, Thompson Rivers University (formerly University College of the Cariboo), and the University of Victoria. Students may be able to transfer between sites offering the same curriculum as UBC's Okanagan **campus** School of Nursing, but must consult with the associate director at the site to which they wish to transfer. Students need to be aware that the ability to transfer is affected by the number of seats available. **Up to 24 eligible students who have completed the first two years of the B.S.N. program at Okanagan College may transfer into the third year of the B.S.N. program at UBC's Okanagan campus.**

**[10889]** The L.P.N. and R.N. accesses to the B.S.N. provide routes by which licensed practical nurses and registered nurses can continue their education. Both accesses initially introduce students to the concepts and perspectives found in the Basic B.S.N. program, and Access students are then integrated with Basic program students. Each access has specific admission requirements. Potential applicants are advised to consult the Calendar and follow the admission requirements carefully to avoid admission

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delays.

**[10890]** The goals of the Basic program are to prepare graduates to:

**[10891]**

- practice nursing with a health promotion perspective and an ethic of caring;
- practice nursing within a variety of contexts and with diverse client populations;
- be independent, self-directed, self-motivated, and lifelong learners familiar with inquiry approaches to learning;
- be self-reflective, self-evaluative, and accountable;
- make clinical judgments based on different ways of knowing (e.g., critical thinking, intuition, research, evaluation);
- create and influence the future of nursing practice by responding to and anticipating the changing needs of society; and
- be prepared to meet the professional practice requirements identified by the licensing body.

**[10894]** The program is committed to an ethic of caring that requires nurses to act in ways that are just and ethical. Throughout the program, nursing draws upon the perspectives of humanism, feminism, critical social theory, phenomenology, and the biological sciences. Some students experience dissonance between the perspectives that inform the program and their personal beliefs. Potential applicants may find it helpful to consult with faculty should this occur.

**[10895]** The B.S.N. degree is a four-year program. Each year has two terms during

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which the student takes classroom and practice courses followed by consolidated practice courses. Classroom courses include courses in nursing, physical, and social sciences.

**[13835]** Practice experiences are an integral part of the nursing program. For the practice courses, attendance is mandatory. Students are required to travel to practice placement sites throughout the valley region. It is the student's responsibility to get to the practice location, and students must have access to reliable transportation. Opportunity exists for students to work in placements beyond the Okanagan region.

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***Admission Requirements***

**[10901]** Notwithstanding all specific program prerequisites, the School of Nursing reserves the right to deny admission to any applicant when, in the opinion of the University, there is sufficient and substantiated evidence (medical or otherwise) to conclude that by granting admission, the School of Nursing would jeopardize the safety of clients under student care or would otherwise be negligent in providing for the safety and well-being of clients, agency staff, or other students.

**[12693]** Application for admission to the School of Nursing must be made through Enrolment Services. All inquiries relating to the B.S.N. program should be directed to the School of Nursing. Before admission, a personal or telephone interview with the faculty may be required. This interview allows applicants to discuss their experience and expectations, and provides the faculty with an opportunity to clarify information on the student's application, and to provide career and program counselling.

**[12694]** Applicants to the School of Nursing are strongly advised to review the Calendar for the most accurate listing of

**Draft Calendar URL:**

<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,288,848,1002>

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program admission requirements.

**[10903] Admission from Secondary School**

**[12695]** Procedures, policies, and admission requirements to the University of British Columbia and the School of Nursing are specified in [Admissions](#). Because of enrolment limitations, the academic standing required for admission is higher than the published University minimum, and not every qualified applicant will be offered admission.

**[12696] Admission from Post-Secondary Institutions**

**[12697]** Transfer students who have completed transferable coursework at another accredited post-secondary institution will be considered for admission. The minimum academic standing to qualify for admission to the University as a transfer student is successful completion of 24 transferable credits. A minimum grade point average (GPA) of 2.0 (on a 4.0 scale) is required to be considered for admission, although a higher competitive average may be required. Academic standing is based on the average of all college or university courses attempted, including failures and repeated courses. In the case of applicants with more than 30 credits of prior study, the admission average is calculated on the basis of the most recently completed 30 credits. Transfer applicants should present transfer credit in biology, chemistry, English, and mathematics. If an applicant is not able to fulfill these requirements at the post-secondary level, they must be fulfilled at the high school level. Students with unsatisfactory standing or who have been required to withdraw from another post-secondary institution will not be considered

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for admission.

**[12698] Admission from Post-Secondary Institutions Offering the Same B.S.N. Curriculum**

**[12699]** Students are required to consult with the School of Nursing for course advising. Institutions offering the same curriculum as **UBC's Okanagan campus** are the University of Victoria, Vancouver Island University (formerly Malaspina University College), North Island College, Camosun College, Thompson Rivers University (formerly University College of the Cariboo), Aurora College, and Selkirk College. Students need to be aware that the ability to transfer is affected by the number of seats available.

**Students who have completed the first two years of the B.S.N. program at Okanagan College may be eligible for admission into the third year of the program at UBC's Okanagan campus. See Admission Requirements (link to new Calendar entry proposed below) for more information.**

**[12700] Admission from Post-Secondary Institutions Offering Different B.S.N. Curricula**

**[12701]** Students must submit official transcripts directly to the UBC Undergraduate Admissions office for the purpose of admission assessment. In addition, in order to receive transfer credit or advanced standing, students who are seeking admission from a non-partner B.S.N. program must submit a copy of their post-secondary transcripts, evaluations from practice courses, course descriptions, and course syllabi (detailed enough to facilitate thorough assessment of the content and evaluation processes of the

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(courses) directly to the School of Nursing.

**[13837]** Transfer from programs offering curricula that differ from that offered by UBC's Okanagan campus School of Nursing is subject to evaluation in order to determine the student's suitability for the program. It is important to note that the curriculum of the B.S.N. program at UBC's Okanagan campus differs from the curriculum of the Nursing program at UBC's Vancouver campus. Direct transfer between the two programs is not possible.

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***School of Nursing***

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- [Master of Science in Nursing Program](#) >
- [School of Nursing Policy](#) >
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**Present Calendar Entry:**

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***School of Nursing***

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[Introduction](#)

[An official agreement between Okanagan College and UBC provides a means by which eligible Okanagan College students who have completed the first two years of the B.S.N. can transfer into the third year of the program at UBC’s Okanagan campus.](#)

[Successful completion of the B.S.N. program provides eligibility to write the Canadian Registered Nurses Exam and to apply for registration as a Registered Nurse with the College of Registered Nurses of British Columbia \(CRNBC\).](#)

[Practice experiences are an integral part](#)

**Draft Calendar URL: N/A**

**Present Calendar Entry: N/A**

**Present Calendar Entry: N/A**



of the Nursing program. The location of practice varies (e.g., hospitals, extended care facilities, community agencies, private homes). Sites are located throughout the Okanagan region. Access to reliable transportation is required.

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### *Admission Requirements*

To be eligible for consideration for admission to the third year of the B.S.N. program at UBC’s Okanagan campus, Okanagan College students must meet the following admission criteria:

- successful completion of the first two years of the Nursing program with a minimum cumulative average of 65%;
- a minimum of 60% in each Nursing course; and
- a minimum of 50% in each non-Nursing course taken as part of the B.S.N. program.

Eligible students must also maintain student membership in the CRNBC.

Admission to the Nursing program is competitive and satisfying the minimum admission requirements does not guarantee admission. Each academic year, admission will be granted to a maximum of 24 eligible Nursing Transfer Access students from Okanagan College who satisfy the admission criteria in the Winter Sessaion

**Present Calendar Entry: N/A**



Immediately preceding admission. Admission to the Nursing program at UBC's Okanagan campus cannot be guaranteed for students who take a leave after completing the first two years of the program at Okanagan College.

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[Program Requirements](#)

Once admitted, students will join the third year of the B.S.N. program. Students must complete all third- and fourth-year requirements of the B.S.N. program.

**Present Calendar Entry:** N/A

**Type of Action:** Revise Calendar entries to include admission information for students who complete the first two years of the Nursing program through Okanagan College.

**Rationale:** A recent agreement between Okanagan College and UBC's Okanagan campus will allow eligible OC students who have completed the first and second years of the Nursing program to transfer into the third year of the program at UBC's Okanagan campus. These additions to the Calendar will clarify the admission requirements for these students. Please see the attached agreement.

# THE UNIVERSITY OF BRITISH COLUMBIA



## COUNCIL POLICY: C-2

**COUNCIL OF SENATES**  
c/o Enrolment Services  
2016 - 1874 East Mall  
Vancouver, B.C. Canada V6T 1Z1

**Number & Title:**

*C-2: Affiliations with Other Institutions of Learning*

**Effective Date:**

15 October 2009

**Approval Date:**

14 October 2009

**Review Date:**

This policy shall be reviewed two (2) years after approval and thereafter as deemed necessary by the *responsible committee*.

**Responsible Committee:**

Executive Committee of the *Council*.

**Authority:**

*University Act:*

27(2)

*“Without limiting subsection (1) or the general powers conferred on the board by this Act, the board has the following powers:*

*(s) to enter into agreements on behalf of the university;”*

*S. 37(1)*

*“The academic governance of the university is vested in the senate and it has the following powers:*

*(u) to set the terms of affiliation with other universities, colleges or other institutions of learning, and to modify or terminate the affiliation;”*

*S. 38(1)*

*“A certified copy of every resolution or order of the senate or council, providing for any of the matters or things mentioned in section 37 (1) (i), (p) and (u), must be sent to the board within 10 days of the resolution or order being passed.”*

38.2 (3)

*“The council may regulate the conduct of its meetings and proceedings, including the determination of the quorum necessary for the transaction of its business.”*

38.2 (4)

*“Sections 37 (1) (e), (o) and (u) and 43 (1) do not apply to the Vancouver senate or the Okanagan senate and the council may act under those sections as though it was a senate.”*

### **Purpose and Goals:**

This policy is designed to:

- 1) Provide a clear mechanism for the approval, modification, and termination of *affiliations* between the *University* and other *institutions of learning*; and
- 2) Allow for better record keeping and ease of reference to current and historical *affiliations*.

### **Applicability:**

This policy is applicable to all *affiliations* between the *University* (including any of its constituent parts) and any other *Institution of Learning*.

### **Exclusions:**

None.

### **Definitions:**

For the purposes of this policy and in all other policies in which the following terms are not otherwise defined:

*Affiliation* shall mean any sort of relationship – regardless of label - between the *University* (including any of its constituent parts) and any *Institution of Learning* (including both teaching and research institutions) under which the *University*:

- a) grants special status at the *University* to students from such institutions;
- b) affords special recognition to credentials issued by such institutions;
- c) undertakes a joint academic program with such institutions; or
- d) undertakes any other activity that falls within the academic governance jurisdiction of one or both of the *Senates*.

*Individual Joint Doctoral Program* shall mean a single Doctor of Philosophy, Doctor of Education, or Doctor of Musical Arts degree program offered by the *University* and another *Institution of Learning* in which a student is granted one degree jointly by both institutions on a case-by-case basis.

*Institution of Learning* shall mean any university or any post-secondary institute, academy, college, school or other organization of a similar nature.

*Joint Academic Program* shall mean a single program of studies leading to a single academic credential or linked academic credentials offered by the *University* and another *Institution of Learning* that does not fall under the definition of an Individual Joint Doctoral Program.

*Student Mobility Agreement* shall mean an agreement between the *University* and another *Institution of Learning* that allows current *students* to complete studies at that institution for credit towards their UBC program. Such agreements may or may not be reciprocal.

**Policy:**

- 1) The approval, modification, or termination of *affiliations* and their terms requires the consent of the *Council* and the *Board* under the *University Act*.
- 2) The approval of an *affiliation* does not imply the academic approval of any aspects of that affiliation that require the consent of a faculty or *Senate*.
- 3) For routine affiliations with other *institutions of learning*, the *responsible committee* shall create and maintain templates as procedures to this policy for the following types of affiliations:
  - a. Student Mobility Agreements
  - b. Joint Academic Programs
  - c. Individual Joint Doctoral Programs
- 4) Provided that a template established under Section 3 (a) is followed, the *Vancouver Senate's* Admissions Committee may approve the terms of *Student Mobility Agreements* for students going to or coming from UBC Vancouver programs, and the *Okanagan Senate's* Admissions & Awards Committee may approve the terms of *Student Mobility Agreements* for students going to or coming from UBC Okanagan programs on behalf of the *Council*. Prior to consideration by either committee, the Go Global office shall be consulted on the proposal.
- 5) Provided a template established under Section 3 (b) is followed, either *Senate* may approve *Joint Academic Programs* on behalf of the *Council* for their respective campuses under such procedures deemed as necessary by that *Senate*.
- 6) Provided a template established under Section 3 (c) is followed, that all requirements for a UBC degree in that discipline are met (and that such a degree is already conferred by the *University*), and with the consent of the relevant *Senate*, for such

- 7) The *Council* shall generally consider *affiliations* under the provisions of its email approval mechanisms and may recommend that the *Board* do the same.
- 8) At least annually or as otherwise requested, a summary of all affiliations under the templates established under Section 3 shall be provided to the *Council* by the *Secretary to the Council*.
- 9) At least two (2) weeks prior to consideration by the *Council of Senates*, a *Senate*, or a committee thereof, a proposed *affiliation* or changes to the terms of an existing *affiliation* that do not comply with template established under this policy shall be submitted to the Office of the University Counsel for review.
- 10) The *responsible committee* shall consult with the Office of the University Counsel and such other bodies as the *responsible committee* deems necessary in the creation and maintenance of any templates for *affiliations* established under this policy.
- 11) Any agreements establishing *Affiliations* shall be executed by the signing officers appointed under Signing Resolutions of the *Board*.

**Calendar Statement:**

There are no calendar statements under this policy. Offices responsible for doctoral programs may propose their own language via their *Senates* in enactment of Section 3 (c) for inclusion in their campus's Calendar.

**Consultations:**

The following groups have been consulted during the development of this policy:

Academic Vice-Presidents  
University Counsel  
Go Global

**History:**

This is the second version of this policy. The first version of June 2007 was incongruent with the email approval mechanism adopted by the *Council* as well as the policy template.

**Related Policies:**

Board of Governor's Signing Resolution #1: *General Contracts & Agreements*  
[http://www.bog.ubc.ca/signing/resolution\\_01\\_contracts\\_general.pdf](http://www.bog.ubc.ca/signing/resolution_01_contracts_general.pdf)

**Appendix:**

There is no appendix to this policy.

**Procedures:**

The templates to be established under this policy are still under development.