

Selkirk College Policies and Procedures		Title and number	B8500 Educational Partnerships		
		Replaces	B8103		
		Effective	2001-04-01	Next review :	2007-04-01
Executive Responsibility	Administrative Responsibility	Recommended by Policy Review Committee		2001-03-28	
Deans	Deans	Recommended/Approved by Education Council		2001-04-07	
		Approved by President		2001-04-09	

1 POLICY

Selkirk College may enter into Educational Partnerships in order to expand its revenue base or resources or to provide support for educational programs or community development, subject to certain regulations. This policy will assist educational partners and College decision makers by providing guidelines for acceptable, ethical practices for developing partnership agreements. Educational Partnerships are defined as agreements between two or more entities where the outcome has educational benefit. Said agreements may include, but are not restricted to, the following initiatives:

- ▶ Curriculum Development
- ▶ Program Delivery
- ▶ Student Support Activities
- ▶ International Contracts
- ▶ Professional Development Activities
- ▶ Research
- ▶ Social, Cultural, or Economic Development

2 ADMINISTRATIVE REGULATIONS

1. All Selkirk College Educational Partnerships will enhance the mission, values, and outcomes statements of Selkirk College.
2. Educational Partnerships shall not result in a reduction in the quality of education or the educational support services for students. Such partnerships shall not result in undue pressure on Selkirk College staff or other Selkirk College resources. Selkirk College and its staff shall evaluate any shared or donated materials or equipment by the same standards as are used for the selection and purchase of other curriculum materials.
3. Selkirk College reserves the right to refuse any Educational Partnership proposals including, but not limited to, an organization whose activities are not compatible with the mission, values, outcome statements, and policies of Selkirk College. Participation of Selkirk College in an Educational Partnership requires approval of the President.
4. Educational Partnerships will be consistent with the mission, values, outcomes, existing policies of Selkirk College, and the Conference Board of Canada Ethical Guidelines. Persons entering into Educational Partnerships are advised to review the following policies:

Acquisition of Goods and Services	B9040.1
Copyright on Production of Educational Materials	B7000.4
Fund Development Activities:	2002
Standards of Employee Conduct and Conflict of Interest	6000

5. Proponents of Educational Partnerships shall consider regional participants first when selecting partners, if relevant.
6. Research grants will be governed by the code of ethics defined by the Helsinki Agreement and the Canadian Code for Research Involving Humans and will respect the principles of academic freedom consistent with the Selkirk College Mission Statement.
7. Contractual arrangements with Educational Partners will clarify the roles, rights, and responsibilities of both parties, and will protect Selkirk College and its employees from any and all liabilities.

3 ADMINISTRATIVE PROCEDURES

In most cases, educational partnership will require memorandum of understanding between the partners. The following Board of Canada Operating Principles should serve as useful guidelines.

Inception and Development

8. Identify learners' needs first, then take action to enhance learning outcomes.
9. Develop (partnership agreement) through consultation with all partners to meet learners' needs.
10. Set clear objectives that support the partner organizations' goals.
11. Test Actions against the ethics and core values of all the partners.

Ownership

12. Share ownership to build commitment and encourage participation.
13. Gain commitment of leaders in the partner organizations and build grass roots support.

Operation

14. Create a partnership team with a clear mandate and continuity of membership.
15. Recruit champions and advocates in the partner organizations.
16. Identify resource needs to ensure that resources are adequate to complete activities successfully.
17. Define clear roles and responsibilities for all the partners.
18. Express expected behaviours and outcomes to all participants.
19. Train participants to carry out their partnership roles and responsibilities.

20. Identify, learn from and apply successful practices as the basis for improvement.

Evaluation

21. Measure and evaluate performance to make informed decisions that ensure continuous improvements.

22. Share evaluation results regularly with all partners and stakeholders.

Communication

23. Define communication needs and have a communications component at each stage of partnership activity.

24. Build in personal recognition and feedback to participants.

25. Recognize and celebrate the partnership's successes.

Other relevant policies:

Key words:

Procedures, Partnerships, Communications