

Vancouver Island University Status of Policies and Procedures in Approval Process

POLICY/PROCEDURE			STATUS of APPROVAL PROCESS									
CATEGORY	New Policies and Procedures are assigned a number following approval		Policy Development Working Group	Senior Management Group	Provost Council	Admin & Finance Committee	Governance Practices Committee of Senate	'A' Policies - for advice. 'C' Policies - for review or info. 'B' Policies for approval (2 readings)		Policy Development & Review Committee of the Board	'A' & 'C' Policies for approval (2 readings) 'B' Policies - Board does not play a role in approval process.	
	NUMBER	NAME	(PDWG)	(SMG)	PC	(AFC)	(GPC)	SENATE	'B' Policy 2 nd Reading	(PDRC)	'A' or 'C' Policy BOARD	
											1 st Reading	2 nd Reading
B	New Policy	Admission Requirements for CAP Programs	N/A	Oct 14 2011	Oct 14 2011	Oct 14 2011				N/A	N/A	N/A
A	New Policy	Awarding of Academic Emeritus Designation	N/A	May 11 2011		July 12 2011	Feb 8 2012		N/A			
A	New Procedure	Awarding of Academic Emeritus Designations	N/A	May 2011	Oct 26 2011	July 12 2011	Feb 8 2012		N/A			
C	New Policy	Bulletin Boards and Posters	Jan 12 2012	Feb 14 2012	Feb 8 2012	Feb 8 2012			N/A			
C	New Procedure	Bulletin Boards and Posters	Jan 12 2012	Feb 14 2012	Feb 8 2012	Feb 8 2012			N/A			
C	New Policy	Confidentiality of Individual Student Records	N/A	Jan 1 2011	Jan 12 2011				N/A	Nov 24 2011	Feb 23 2012	
C	New Procedure	Confidentiality of Individual Student Records	N/A	Jan 2011	Jan 2011				N/A	Nov 24 2011	Feb 23 2012	
B	New Policy	Directed Studies	Nov 2011	.						N/A	N/A	N/A
A	New Policy	Employment Accommodation -	N/A	Dec 14 2010	Apr 20 2011	July 21 2011		Dec 1 2011	N/A	FEB 23 2012		
A	New Procedure	Employment Accommodation -	N/A	Dec 14 2010	Apr 20 2011.	July 21 2011		Dec 1 2011	N/A			
C	New Policy	Endowment Funds	N/A						N/A	OCT 12 2011	Feb 24 2012	
C	New Policy	Risk Management	Jan 12 2012	Jan 23/ Feb 1	Jan 25 2012	Jan 20 2012			N/A			
A	New Policy	Scholarly Activity		2004					N/A			

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A	New Procedure	Scholarly Activity		2004						N/A			
B	New Policy	Second Bachelor Degree	N/A	Aug 24 2010	Apr 20 2011	July 14 2011	Nov 2011			N/A	N/A	N/A	
B	New Procedure	Second Bachelor Degree	N/A	Aug 2010	Apr 2011	July 2011	Nov 3 2011			N/A	N/A	N/A	
A	New Policy	Smudging and Other Ceremonial Uses of Smoke and Tobacco	N/A							Nov 24 2011			
A	New Procedure	Smudging and Other Ceremonial Uses of Smoke and Tobacco	N/A							Nov 24 2011			
C	New Policy	Surveillance Systems	Mar 14 2012										
C	New Procedure	Surveillance Systems Acquisition and Use	Mar 14 2012										
C	11.19.001	Closure Due to Severe Weather Conditions	Jan 12 2012	Jan 23 2012	Feb 8 2012	Feb 8 2012				Oct 12 2011	Nov 24 2011		
C	11.26	Term of Office for Board Members	N/A	Nov 2010						Oct 12 2011	Nov 24 2011		
C	11.26.002 New		N/A	Nov 2010				Jan 11 2012		Oct 12 2011	Nov 24 2011		
C	11.30	Governance	N/A	Sept 2011						Oct 12 2011	Nov 24 2011		
C	21.04	Employment Equity Plan	N/A	May 2011	July 2011	July 2011	Nov 3 2011	Dec 1 2011					
C	21.04.001 New	Diversity and Educational Equity	N/A	May 2011	July 2011	July 2011	Nov 3 2011	Dec 1 2011					

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C	21.07.001	International Education	N/A	Sept 2000	Oct 2009							
A	31.08	Honorary Research Associates	N/A	Sept 21/10	Sept 28 2011	Aug 19 2011		Nov 3 2011		Feb 23 2012		
A	31.08.001	Honorary Research Associates	N/A	Sept 21/10	Sept 28/11	Aug 19 2011		BPPC Oct 12	N/A	Feb 23		
C	31.10	Integrity & Conduct in Scholarly Activity	N/A	May/11	June 2011	June 2011		June 2011	N/A			
C	31.10.001	Integrity and Conduct in Scholarly Activity	N/A	May/11	June 2011	June 2011		June 2011	N/A			
C	31.11	Research Centres and Institutes	N/A	Aug 19 2011	Aug 19 2011	Aug 19 2011			N/A			
A	31.12	Ethics in Teaching: Principles & Expectations	Feb 9	Sent Oct 14/11	Sent Oct 14/11	Sent Oct 14/11			N/A			
A	31.15	Assessment & Review of Instructional Programs & Units	N/A	Apr 2011			NOV 3 2011	DEC 1 2011	N/A			
A	31.15.001	Assessment and Review of New Instructional Programs and Units	N/A	Apr 2011			NOV 3 2011	DEC 1 2011	N/A			
A	31.15.002	Assessment and Review of Existing Instructional Programs and Units	N/A	Apr 2011			NOV 3 2011	DEC 1 2011	N/A			
A	31.15.003 New	Summative Assessment of Instructional Programs and Units	N/A	Apr 2011			NOV 3 2011	DEC 1 2011	N/A			
A	31.15.004 New	Suspension, Cancellation, or Discontinuance of Programs	N/A	Apr 2011			NOV 3 2011	DEC 1 2011	N/A			
A	31.16	Postdoctoral Fellowships	N/A				Mar 14 2012		N/A			

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A	31.16.001	Postdoctoral Fellowships	N/A					Mar 14 2012		N/A			
C	32.07.001	Student Advising	N/A					Nov 3 2011	DEC 1 2011	N/A			
C	33.01	Waiver of Tuition Fees for University Employees Enrolling in	N/A					Nov 9 2011	Feb 2012	N/A			
C	33.01.001	Waiver of Tuition Fees for University Employees Enrolling in	N/A					Nov 9 2011	Feb 2012	N/A			
A	33.05	Schedule of Dates	N/A	July 12 2011	Sept 12 2011	July 12 2011				N/A			
C	41.01	Use of Private Vehicle on University Business	N/A	Apr 1 2008	Maco Apr/08	May 8 2008				N/A			
C	41.08.003	Research Grants	N/A	May 2011	Sept 12	July 12 2011	Nov 15 2011	Dec 1 2011		N/A			
C	41.13	Death of a Member of the University	N/A	Sept 09 Exec	Oct 09 MaCo					N/A			
C	41.13.001	Death of an Employee	N/A	Sept 09 Exec	Oct 09 MaCo					N/A			
C	41.16	Political Engagement	N/A	Feb 22 2011	Jan 25 2011	Feb 18 2011	Mar 9 2011			N/A	Nov 24 2011	Feb 23 2012	
C	42.09	Signing Authority											
C	42.31.001	Purchasing	N/A	July 21	July 21	July 21	Nov 15			N/A			
C	44.01	Tobacco Products	N/A	Aug 2009						N/A	Oct 12 2011	Nov 24 2011	Feb 23 2012

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C	44.01.001	Tobacco Products and Environmental Smoke	N/A	Aug 2009						N/A	Oct 12 2011	Nov 24 2011	Feb 23 2012
C	44.04	Security & Maintenance of University Assets	N/A		Sept 12 2011	Sept 2011	Nov 15 2011			N/A			
C	44.04.002	Lost and Found	N/A		Sept 12 2011	Sept 2011	Nov 15 2011			N/A			
C	44.05	Personal Safety on Campus	Jan 12 2012	Jan 2012	Feb 8 2012	Feb 2012				N/A			
C	44.12	Displaying of Flags	N/A		Sept 12 2011	June 23 2011	Oct 12 2011	Dec 1 2011		N/A			
C	44.12.001	Displaying of Flags	N/A		Sept 12 2011	June 23 2011	Oct 12 2011	Dec 1 2011		N/A			
C	51.01	Food Services, Statement of Operating Philosophy	Jan 12 2012	Feb 1 2012	Feb 8 2012					N/A			
C	52.01	Bookstores, Statement of Operating Philosophy	Jan 12 2012	Feb 1 2012	Feb 8 2012					N/A			
B	92.01.001	Part I – Selecting and Awarding Honorary Doctorates	Jan 12 2012								N/A	N/A	N/A
B	92.01.003	Part III – Selecting and Awarding Honorary Awards	Jan 12 2012								N/A	N/A	N/A
C	93.01	Criminal Record Authorization	N/A	July 12 2011	Sept 2011	July 12 2011	Feb 8 2012			N/A			
B	94.06.001	Degree Graduation	Jan 12 2012	Jan 23 2012	Feb 8 2012	Feb 8 2012	Feb 8 2012			N/A	N/A	N/A	N/A