



SIGNING AUTHORITY POLICY ROUTING FORM

Contracts, Leases, Agreements,
MOU's, LOI's, & Licenses

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Originator Name: Elizabeth Plamondon Dept/Div: Office of VP Ed. Date: 7-Apr-14

New Document - include Terms and Conditions, if applicable OC Template Renewal - Contract Registry # _____

Between OC and (name of external party): Justice Institute of British Columbia

Purpose of Contract: to establish a framework for collaborative planning and coordination of programs, services, and other ventures

Contract Term: start=sign date/end=unspecified Total Value of Contract: \$0.00

Originator Signature: [Signature] Date: April 7-14

Originator of the contract is responsible for the implementation of the contract. Originator of contract must:
a) read the contract; b) understand the contract; c) operationalize the contract; and d) manage the contract during its term.

Manager Name: _____

Manager Signature: _____ Date: _____

Dean / Director Name: _____

Dean / Director Signature: [Signature] Date: 2014-04-11

[Signature]
D.G. Peterson, Director,
Ancillary and Business Services

29 April 2014
Date Reviewed

[Signature]
D. Olson, Director, Legal Services

Apr 30/14
Date Reviewed

[Signature]
R. Eby, VP
Finance and Administration

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Date Signed

[Signature]
A. Hay, VP, Education

2014-05-02
Date Signed

C. Kushner, VP, Students

Date Signed

Approval For Software Licensing Agreements Only

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[Signature]
Laura Eagen, Director, IT Services

Date Signed

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Once approvals above are received, return the contract and contract routing form to Ancillary and Business Services for forwarding on to the Originator, who will obtain 3rd party signatures.
Originator to forward to Ancillary and Business Services for inclusion in the Contract Registry one original copy of the contract, signed by both parties. The routing form must be attached.



JIBC

CANADA'S *leading*
PUBLIC SAFETY
EDUCATOR

MEMORANDUM OF UNDERSTANDING

BETWEEN
JUSTICE INSTITUTE OF BRITISH COLUMBIA
AND
OKANAGAN COLLEGE

Preamble

The Justice Institute of British Columbia and Okanagan College recognize that there are collective and mutual benefits in collaborating to provide a broad and integrated range of learning opportunities and related services. The partnership outlined here is intended to foster collaboration related to the post-secondary education and training needs of learners as a whole while respecting the culture, commitment, autonomy, and respective mandates of the institutions.

Objective

The objective of this partnership agreement is to establish a framework for collaborative planning and coordination of programs, services, and other ventures that will enable the institutions to:

- Meet learner, industry, business and community needs
- Expand and enhance their individual and collective capacities

The ultimate purpose of this partnership is to provide a broader, well supported range of learning opportunities for learners than would be possible by individual institutional activity.

This purpose will be achieved through the development of a more integrated and comprehensive educational strategy. The institutions accept that this purpose can be best accomplished through mutual support rather than independent or competitive action.

Context

The partnership established here is understood to be entirely voluntary on the part of the institutions which, in turn, agree to support their senior officials to meet periodically to discuss shared needs and possible joint ventures. The partnership in itself is not intended to represent a formal or binding

(contractual) agreement but rather an association that recognizes shared purpose and values within British Columbia.

This partnership is in no way intended to alter or distract from each institution's responsibilities based on respective mission, vision and mandates. Instead, the partnership is intended to build upon the respective mission of both institutions to benefit the institutions, communities, and learners.

Specific Agreement

Each formal collaborative venture or project that emerges from this MOU shall be defined through a separate agreement that outlines specific terms such as: the responsibilities of each institution, the duration of the agreement, financial and other resource-related commitments. Evaluation and reporting structures and any processes relevant to the conduct and conclusion of collaborative endeavors will be developed as required.

Collaboration could include (but not limited to) areas such as:

- **Program development and delivery:** Working together in the development of educational courses and programs that could be offered through partnership. The institutions may share and discuss program plans to avoid unnecessary duplication or competition.
- **Transfer arrangements:** Developing linkage, transfer and or prior learning assessment arrangements that facilitate opportunities for students to transition effectively to programs at both institutions.
- **Applied research:** Sharing of information and exploring ways to work together in the development, planning and conduct of applied research endeavours that benefit students and community interests.
- **Professional Development:** Collaboration in areas of professional development where mutually beneficial and strategic.

Contribution by Both Parties

Signature of this Memorandum of Understanding does not entail any material, financial or other *obligation for either of the two institutions. Specific initiatives are to be considered and agreed upon, on a case by case basis, including the contributions and obligations of each institution.*

Each institution will designate an individual as a regular point of contact, and the institutions agree to meet annually to review and evaluate activities undertaken through this MOU.

The designated point of contact for Justice Institute of British Columbia will be the Vice President Academic.

The designated point of contact for Okanagan College will be the Vice President Education.


AMENDMENT AND DURATION OF THE AGREEMENT

This Memorandum is effective from the period of signing, and may be terminated by either party subject to the delivery of six months advance notice, in writing.


Signed on behalf of:

OKANAGAN COLLEGE

JUSTICE INSTITUTE OF BRITISH COLUMBIA



Jim Hamilton, President
Okanagan College



Dr. Michel Tarko, President / CEO
Justice Institute of British Columbia

5 Sept, 2014
Date

Sept 5, 2014
Date