

## COLLEGE POLICY

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Policy No. & Title: **E-201 Partnership Agreements**

Policy Sponsor: President

Reference Cmtee: Policy & Procedure Committee

Effective: 2023-07-01

Next Review: 2026-07-31

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### **Purpose**

The College is committed to building partnerships with external entities in support of its vision to continue to improve lives by sharing our knowledge and passion for excellence. More specifically, from time to time, the College enters Public-Private partnerships (P3s). This policy seeks to establish the principles and guidelines regarding the initiation, development, operation, and review of partnerships between the College and external entities.

### **Scope**

This policy applies to all College students, employees, delivery partners, affiliates, volunteers, and contractors who are, or will be engaged in building partnerships with external entities.

### **Definitions**

Partnerships: An arrangement through which the College and one or more external entities work together towards the realization of a common goal or set of goals.

External Entity: An independent institution (public, private, or not-for profit) operating separately from the College.

Champion: An employee of the College who initiates discussion of, and proposes a prospective partnership with, an external entity.

### **POLICY**

- 1) A partnership will be considered based on its alignment with the College's Vision, Mission, and Values.
- 2) The initiation, development, and operation of partnerships will be designed with the intent of:
  - a) Enhancing reputational benefits through association for both the College and its partner(s).
  - b) Providing opportunities for increasing enrolment.
  - c) Providing a response to employer or workforce needs.
  - d) Raising the educational aspirations of our communities.
  - e) Offering greater opportunities to students as it relates to improved employability skills.
- 3) To safeguard the College's reputation and quality of its offerings and operations, when assessing and evaluating a proposed partnership with an external entity, the College will

typically:

- a) Ensure adequate resources are available for the proposed partnership.
  - b) Examine the viability of the goals and objectives of the proposed partnership.
  - c) Ensure that the proposed outcomes of the partnership are consistent with the strategic/business plans of the College and other established institutional goals and objectives.
  - d) Exercise due diligence as it relates to financial, operational, legal, and reputational risks associated with the proposed partnership.
- 4) A Champion proposing a partnership with an external entity should, to the extent possible, determine the value of the proposed partnership, identify the availability of College resources needed to realize the proposed partnership, and indicate the relevance of allocating such resources to the proposed partnership.
  - 5) The College will seek to build partnerships with institutions which:
    - a) Work responsibly in line with our values, and which are of good repute and professional standing.
    - b) Possess the resources (finance, HR, facilities, the learning environment *inter alia*) to be able to support the partnership as agreed upon with the College.
    - c) Demonstrate their commitment and understanding of their responsibilities in the partnership.
    - d) Recognize the value of, and actively support, quality assurance mechanisms and the College's commitment to academic integrity.
    - e) Provide the appropriate environment to ensure that the safety and welfare of students and staff is paramount.
  - 6) Where suitable, any agreement to enter a partnership with an external entity will be supported by the appropriate Director(s) and/or Vice-President(s) prior to signing by the President. When in doubt, any proposed partnership agreement can, for any reason, be referred to the Executive Management team and/or President for information and/or approval.
  - 7) All partnerships will be reviewed and assessed periodically consistent with the timelines indicated in the signed partnership agreement.

### **Related Policies**

C-101 Finance and Purchasing

A-201 Academic Quality Assurance

### **Supporting Documents/Forms**

E-201p Partnership Agreements – Procedure