KPU | KWANTLEN POLYTECHNIC UNIVERSITY

GV2 Protocol for the Development of University Policies Policy

Category: GV (Governance)
Effective Date: September 1, 2022
Approving Jurisdiction: Board of Governors, with Senate advice
Administrative Responsibility: President

A. Context and Purpose

Kwantlen Polytechnic University's ("KPU") Policy GV2 ("Policy Protocol") and corresponding procedures provides the University Community, Board of Governors, Senate and President with a consistent process for developing, amending and eliminating Policy. This process assists in ensuring compliance with legislation and other regulatory requirements, managing risk, achieving the University's mission, enhancing operational efficiencies and setting appropriate standards, restraints and expected behaviours.

B. Scope and Limits

1. This Policy Protocol governs the development of all policies, relating to the operation of the University, under the jurisdiction of the Board, Senate and the President.
2. All members of the KPU Community must abide by KPU Policy and Procedure.
3. This Policy Protocol does not apply to Bylaws or policies developed by the Board of Governors nor Senate in relation to their own governance.
4. This Policy Protocol does not apply to practices developed by individual departments to guide the management of issues within their particular jurisdiction and control. If a departmental practice contradicts University policies, University policy will prevail.
5. If any provision in this Policy or related Procedures is inconsistent with a Collective Agreement, Statutory Rights or Obligations, the applicable Legislation or Collective Agreement language will prevail to the extent of the inconsistency.

C. Statement of Policy Principles

1. Policies are congruent with the mission, vision and goals of the University and consistent with legislative and internal powers of the Board, Senate and President of the University.
2. The development and approval of Policies is an open and inclusive process which provides for input from current KPU Employees and Students.

3. Policy development and maintenance is coordinated through the Office of Policy Coordination.
4. Policies focus on principles and those principles address broad, long-term issues and values. Procedures ensure clarity around actions to support the Policies and will be directly linked to the Policies they support. The processes necessary to amend Procedures are less stringent in order to recognize organizational, regulatory or other issues without, in most cases, the need to review the principles imbedded in the Policy statement itself.
5. The Policy development process and the Policies themselves are readily accessible to the University community, electronically, and linked to the related Procedures that support the Policies.
6. Policies and Procedures are reviewed regularly, every 4 years, to ensure they continue to be relevant, accurate and current.
7. The Board of Governors may direct Internal Audit to conduct audits of KPU Policies to ensure that Policies are being followed, are being correctly interpreted and are being applied consistently.
8. KPU is committed to providing a learning and working environment that is inclusive and equitable to all members within its diverse community. This commitment should be recognized and considered in the development of all Policies. KPU Policies must not discriminate because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age of an individual.

D. Definitions

Refer to Section A of GV2 Protocol for the Development of University Policies Procedure for a list of definitions in support of this Policy.

E. Related Policies and Legislation

The University Act
BC Human Rights Code

F. Related Procedure

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