

EXTERNAL PROGRAM ADVISORY COMMITTEES

Approval Authority	President
Responsible Executive	Provost and Vice-President, Academic
Related Policies / Legislation	Board policy direction University Educational Directions and Planning (BPD-202) <i>University Act, s. 35.2 (6)(l)</i>

PURPOSE

This policy is to provide direction for establishing external program advisory committees at the University of the Fraser Valley (UFV).

SCOPE

This policy applies to academic programs involved in creating or maintaining external program advisory committees. It does not apply to internal program committees, research centres and institutes, nor to teaching or research chairs.

DEFINITIONS

In this policy, the following definition applies:

External program advisory committee: A committee established for existing UFV program(s) that includes a majority of members from community and/or professional bodies outside UFV.

POLICY

University of the Fraser Valley recognizes the need for academic programs to maintain and increase their social, economic, and professional currency and relevancy. One of the key ways of meeting this need is by establishing a formal relationship with, and seeking advice from, community members and professional members outside the university who have a particular interest in a program.

REGULATIONS

External program committees will be established for UFV programs by the administrator responsible for the program in consultation with the dean.

Membership of external program advisory committees will vary according to the requirements of each program and are determined by the terms of reference for the committee. Composition of the committee will be recommended by the department head, school director or program coordinator upon consultation with the faculty teaching in the program and is subject to the approval of the dean. The Provost and Vice-President, Academic and the President will be informed of the committee's composition.

External Program Advisory Committees are expected to follow the *Terms of Reference - External Program Advisory Committees* as created and published by the Provost or designate. The Terms of Reference can be found on the Program Development and Quality Assurance website.

[External Program Advisory Instructions and Template for Terms of Reference](#)