

Definitions used in UFV Policies

Policy	Policy Name	Word(s) Defined	Definition in Policy	Notes
70	Student Academic Misconduct Procedures	A note on timelines	Parties should attempt to comply with all stated deadlines and timelines outlined in the regulations and procedures. Failure to do so does not nullify the process unless the delay is unreasonable and prejudicial. Any delays in process need to be communicated to the Student, the Department Head or equivalent, and/or the Dean or designate, depending on the stage in the process.	
232	Threat Assessment and Management	Abusive or threatening behaviour	Any statement or conduct that may cause a person to believe their own or another person's personal safety is at risk or that property is at risk of damage, destruction, or loss.	
46	Instructional Responsibilities	Academic Freedom	Academic freedom is defined in UFV's Academic Freedom Policy and the Collective Agreement as the right, without restriction by prescribed doctrine, to teach and discuss materials and topics important for understanding a disciplinary topic without institutional censorship and in accordance with upholding human rights.	
70	Student Academic Misconduct	Academic Integrity	Refers to the values on which good Academic Work must be founded: honesty, trust, fairness, respect and responsibility. Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation, or deception. Such acts of dishonesty violate the fundamental ethical principles of the University community and compromise the worth of work completed by others."1 SFU (2009, May 1). Code of Academic Integrity and Good Conduct. Retrieved from http://www.sfu.ca/policies/gazette/student/s10-01.html .	Refers to...
132	Use of University Space	Academic invitees	persons and organizations the university wishes to host within university space and to whom the university extends an invitation. They generally include accredited organizations with a special or direct relationship to the university, are normally of an educational, cultural, professional, or social service nature, and are non-profit in operation (e.g., educational institutions, learned societies, charities). Academic invitees may also include university students in their individual capacities.	
70	Student Academic Misconduct	Academic Misconduct	Refers to behaviours which could result in a student receiving an unfair or unearned advantage in their Academic Work over other students and which violate the principles of Academic Integrity. "Specific examples of Academic Misconduct covered by this policy include plagiarism; cheating; fabrication, falsification, or modification of academic documents or records; resubmission of work; improper research practices; obstructing the academic activities of others; and aiding and abetting. Definitions and examples of these forms of Academic Misconduct are provided in the Procedures and Regulations document.	Refers to...

70	Student Academic Misconduct Procedures	Academic Misconduct	Refers to behaviours which could result in a student receiving an unfair or unearned advantage in their Academic Work over other students and which violate the principles of Academic Integrity. Specific examples of Academic Misconduct covered by this policy include plagiarism; cheating; fabrication, falsification, or modification of academic documents or records; resubmission of work; improper research practices; obstructing the academic activities of others; and aiding and abetting. Definitions and examples of these forms of Academic Misconduct are provided in the regulations and procedures document.	
209	Graduate Course and Program Approval Procedure	Academic Planning and Priorities Committee (APPC)	Senate standing committee responsible for the mission, goals, objectives, strategies, and priorities of the university (see APPC Terms of Reference).	
21	Undergraduate Course and Program Approval Procedures	Academic Planning and Priorities Committee (APPC)	Senate standing committee responsible for advising Senate on the mission, goals, objectives, strategies, and priorities of the university (see APPC Terms of Reference).	
224	Academic Renewal	Academic Renewal	A provision to exclude a returning student's prior UFV academic record from the cumulative grade point average and from program requirements and GPA.	
189	Academic Program Review	Academic Unit	An administrative grouping that delivers or contributes to the delivery of programs and	
209	Graduate Course and Program Approval Procedure	Academic unit	Includes but is not limited to faculties, schools, libraries, programs, centres, departments, and institutes.	
21	Undergraduate Course and Program Approval Procedures	Academic unit	Includes but is not limited to faculties, schools, libraries, programs, centres, departments, and institutes.	
70	Student Academic Misconduct	Academic Work	Refers to any instrument used for measuring a Student's attainment of specified educational outcomes, including, but not limited to, assignments, term papers and essays, examinations, tests, quizzes, essays, projects, clinical and practicum placements, internships, presentations, online discussions, performances, exhibitions, blogs and/or informal writing, or research papers/projects.	Refers to...
70	Student Academic Misconduct Procedures	Academic Work	Refers to any instrument used for measuring a Student's attainment of specified educational outcomes, including, but not limited to, assignments, term papers and essays, examinations, tests, quizzes, essays, projects, clinical and practicum placements, internships, presentations, online discussions, performances, exhibitions, blogs and/or informal writing, or research papers/projects.	Refers to...

132	Use of University Space	Academic/administrative users	Academic units and administrative units of the university, including all faculty members and staff acting in their capacity as employees of the university, who wish to use university space for official university purposes. Examples of such university purposes include the following: • regularly scheduled classes or similar activities for university credit course offerings (i.e., University degree and diploma courses approved by Senate); • occasional seminars, discussion groups or similar activities for university credit course offerings; • official meetings or activities of faculties, departments or programs; • Continuing Education activities of faculties, including those credit and non-credit activities organized through Continuing Studies; and • official meetings or other similar activities of faculty or staff; Academic/administrative users also include organizations supported by the University with finances, time or professional skills (e.g., Alumni Association) and bargaining units representing university employees (e.g., Faculty and Staff Association) that wish to use university space for their regular business meetings.	
4	Art and Cultural Heritage Collections Management	Access	Ensuring the ACHC and related physical and intellectual information, documents and records are available for exhibition, programing, research, and pedagogical purposes. The security, safety, preservation, and cultural significance of cultural heritage material is paramount, and the ACHCC reserves the right to limit access to certain items.	
4	Art and Cultural Heritage Collections Management	Accession	The formal addition of art or cultural heritage items to the ACHC, including processing and registering of these in the permanent registry.	
93	Accommodation of students with disabilities	Accommodation	Providing support for the purpose of accessing services, courses, or courses of study, programs, making exceptions to any regulations, policies, or standards of practice, or making modifications to physical environments to the extent necessary to address discrimination against a student based on any Protected Grounds.	
236	Prevention, Education and Response to Sexualized Violence	Accommodation	Accommodation is the process or action by which reasonable arrangements are made to support the academic, employment, health, well-being, and safety needs of a member of the UFV Community impacted by Sexualized Violence or a Complaint of Sexualized Violence. Examples of accommodations include, but are not limited to: • course withdrawals; • extensions for course work; • change of course section; • workplace accommodations; • counselling supports; • referrals to medical care; and • any Interim Measures to ensure safety and empowerment of the survivor.	
4	Art and Cultural Heritage Collections Management	Acquisition	The legal procurement and transfer of title of art, or cultural heritage material through gift, donation, purchase, bequest or field collecting for inclusion in the ACHC.	
237	International Travel Approval Procedures	Activity Plan	A document that provides planning and preparation details related to the activity and serves as the official record of an International UFV Activity undertaken by the University.	

197	Adjunct Faculty, Research Associates and Visiting Scholars	Adjunct Faculty or Professor	is a non-remunerated academic appointment made to an individual who has special qualifications, expertise or potential to contribute to the academic mission of the university's teaching or research programs.	No :
239	Death of a Student	Administrative response	This refers to the actions/procedures undertaken by UFV employees to ensure a complete, compassionate, and timely response to a student's death.	
46	Instructional Responsibilities	Administrator	The Dean, Associate Dean, or other designate (individual assigned responsibility for an academic department, school, or administrative unit).	
80	Admission	Admission requirements	The minimum qualifications required for entrance to a program.	
107	Transfer Credit	Advanced standing	Placement at a certain level in a subject area at or after admission, in recognition of completed formal studies, through a placement exam, faculty assessment or a prior learning and recognition (PLAR) assessment. Does not result in credits on the UFV record.	
57	Field Placement	Affiliation Agreement	An affiliation agreement is a signed contract between UFV and a supervising organization (e.g., Fraser Health Authority) agreeing to the terms and conditions of the field placement. Not all supervising organizations require signed affiliation agreements.	
70	Student Academic Misconduct Procedures	Aiding and abetting	Aiding and abetting occurs when a student encourages, enables, conspires with, or causes others to do or attempt any of the above.	
241	Emergency Management	All-Hazards	An approach to emergency management which increases response efficiency by recognizing and integrating common emergency management elements across all hazard types, and then supplementing these common elements with hazard specific sub-components to fill gaps only as required.	
222	Program Suspension and Discontinuance Procedures	APPC	Academic Planning and Priorities Committee	
14	Appropriate use of Information Technology Resources	Applicable laws	The laws of the province of British Columbia and the laws of Canada applicable to this policy.	
143	Appointment, Promotion, Suspension, and Termination	Appointment	is the process whereby an individual is selected to fill a vacant position at the University, which results in an accepted offer of employment.	No :
4	Art and Cultural Heritage Collections Management	Appraisal	A valuation of art by the estimate of an authorized person who has a designation from a regulatory body governing the jurisdiction of the appraiser. Appraisals are typically used for insurance and taxation purposes or to determine the possible selling price for an item.	
236	Prevention, Education and Response to Sexualized Violence	Appropriate Administrator	This policy is broadly administered by two individuals, the Executive Director, Student Affairs (EDSA) and the Associate Vice President, Human Resources (AVP HR), and is dependent upon the identity of the Respondent. The EDSA shall administer any cases where the Respondent is a student, and the AVP HR shall administer any cases where the Respondent is an employee. In a situation where the Respondent holds multiple identities (student-employees or employee-students), their primary identity shall dictate the appropriate administrator.	
248	Hybrid Workplace Procedures	Approver	An exempt Manager (or designate)	

4	Art and Cultural Heritage Collections Management	Art	Any work or subject created by artists "...which engender aesthetic and/or intellectual appreciation." The term "art" in the can refer to "...visual form(s) such as a painting or sculpture," but also include a broader range of creative activities and forms such as "music, literature, drama, dance...."1 (1 "Museology." The Merriam-Webster.com Dictionary, Merriam-Webster Inc., www.merriam-webster.com/dictionary/museology. Accessed 20 January 2020. Also, "Art." Oxford English Dictionary, 2018, www.en.oxforddictionaries.com/definition/art. Accessed 22 January 2020.)	
4	Art and Cultural Heritage Collections Management	Art and Cultural Heritage Collection (ACHC)	UFV fosters interdisciplinary collaboration and engagement with community partners and allies to inspire, educate and enrich the lives of its students, faculty, staff and the general public, through the display, research and study of its ACHC. The ACHC does not constitute a museum in the traditional sense, but it shares the roles and responsibilities of a museum. The ACHC is comprised of works of art and cultural heritage objects to which	
4	Art and Cultural Heritage Collections Management	Art and Cultural Heritage Collection Committee (ACHCC)	The ACHCC serves as the sole body responsible for the acquisition, care, deaccessions of material in the ACHC.	
107	Transfer Credit	Articulation	The system and process used to evaluate a course or program for transfer credit.	
240	Fraud Prevention	Assets	means all property of the university, including but not limited to equipment, financial assets, real property such as land, vehicles, materials, uniforms, cell phones, computers and associated equipment, email, internet services, records, information, and work time.	Starts with "means..."
240	Fraud Prevention Procedures	Assets	means all property of the university, including but not limited to equipment, financial assets, real property such as land, vehicles, materials, uniforms, cell phones, computers and associated equipment, email, internet services, records, information, and work time.	Start with "means..."
107	Transfer Credit Procedures	Assigned course credit	A direct equivalency to a UFV course, at any level. To receive assigned credit, there must be a significant overlap (usually about 80%) between the courses in the judgement of the evaluator when considering the depth and breadth of the curriculum and learning outcomes. Courses that are equivalent in length and content will be given the same number of credits as the UFV course. However, UFV will not normally grant more credit than originally set by the sending institution. Therefore, a course may be determined to be equivalent, but receive a different credit value than the UFV equivalent course when transferred.	
62	Attendance	Attendance requirements	Any requirement to physically attend or to actively participate in a scheduled class or any	
108	Course Audit	Audit	Enrolment in a course that permits a student to attend without being evaluated for credit.	
108	Course Audit	Auditor	A student who is registered to audit a course.	
222	Program Suspension and Discontinuance Procedures	AVP RGS	Associate Vice-President, Research, and Graduate Studies	

241	Emergency Management	BC Emergency Management System (BCEMS)	A comprehensive response management framework based on the Incident Command System (ICS) that ensures a coordinated and organized response to emergencies and disasters. BCEMS is standard practice for all provincial government ministries and Crown corporations, and is recommended as best practice for local governments and other emergency management stakeholders in B.C.	
4	Art and Cultural Heritage Collections Management	Bequest	The voluntary transfer of any art, cultural heritage or field collected material to UFV under the terms of a will.	
4	Art and Cultural Heritage Collections Management	Best practices	Activities that have been established by the international museological community, and that professionals in the field are expected to maintain. These include best practices that define acquisition, accession, collection, deaccession, documentation, care, exhibition, research, management, training, etc.”	
46	Instructional Responsibilities	Blended; mix of in-person and online instruction.	A course delivered using a mix of in-person and online learning activities, which may be delivered in synchronous or asynchronous formats.	
107	Transfer Credit	Block transfer	When a group of courses is recognized as a whole for a set of transfer credits, which may include specified credit, general credit, or a combination of the two. Also, within the B.C. Transfer system, it can mean a predetermined number of credits granted to students who have successfully completed a certificate, diploma, or cluster of courses that are recognized as having an academic wholeness or integrity, and that can be meaningfully related to a degree program or other credential.	
132	Use of University Space	Booking office	any one of the offices responsible for managing the booking of university space (see Schedule A).	
222	Program Suspension and Discontinuance Procedures	Budget Office	Director, Budgets and Resource Planning.	
18	Discrimination, Bullying and Harassment Prevention	Bullying or Harassment	Behaviour that includes any inappropriate conduct or comment (including electronic) by a person who knew or reasonably ought to have known that the behaviour would cause humiliation or intimidation. Harassment excludes interpersonal conflict and any reasonable action taken by an employer or supervisor relating to the management and direction of employees or the workplace, any reasonable action taken by an Instructor relating to the management of the classroom and assignment of work, or action where the harm by any objective standard is fleeting.	
217	Final Grade Appeal Procedure	Business day	A day from Monday to Friday when the University of the Fraser Valley (UFV) is officially open to the public.	
70	Student Academic Misconduct	Business Days	Business days refer to days that the university is fully open for business, whether for all or part of the day. Business days do not include weekends, statutory holidays, or institutional closures for weather, holiday, or other reasons.	
70	Student Academic Misconduct Procedures	Business Days	Business days refer to days that the university is fully open for business, whether for all or part of the day. Business days do not include weekends, statutory holidays, or institutional closures for weather, holiday, or other reasons.	

21	Undergraduate Course and Program Approval Procedures	Campus-Wide Consultation (CWC)	An opportunity for other academic units and service areas (e.g., Office of the Registrar, Library, Student Services) to review and provide feedback about the course or program submission. Developers must respond to all comments submitted and include this response with the submission to UEC.	
209	Graduate Course and Program Approval Procedure	Campus Wide Consultation (CWC)	An opportunity for other academic units and service areas (e.g., Office of the Registrar, Library, Student Services) to review and provide feedback about the course or program	
94	Prior Learning Assessment and Recognition (PLAR)	Challenge Examination	Where a student's learning is evaluated through a faculty-developed examination designed to test for knowledge directly related to the learning outcomes of a specific course.	
153	Donor and Gift Anonymity	Charitable donations	include gifts from an individual donor, an estate, a corporation, foundation or other organization.	Not in bold or :
70	Student Academic Misconduct Procedures	Cheating	Cheating occurs when a Student seeks credit for work they did not do or for knowledge they did not learn. Cheating can occur in all forms of Academic Work. In the absence of specific approval from the faculty member or instructor, or unless directly stipulated on a syllabus or in assignment guidelines, students should assume that all Academic Work is to be completed independently and without any form of collaboration.	
92	Undergraduate Continuance	Checkpoint	A time when a student's semester and cumulative GPA is checked to determine academic standing.	
105	Course Credits	Class time	Time required of students to attend scheduled learning activities, including but not limited to lectures, laboratories, seminars, demonstrations, and practice of skills.	
233	Closed Circuit Television	Closed circuit television (CCTV)	A TV system in which signals are not publicly distributed but are monitored, primarily for security purposes.	
143	Appointment, Promotion, Suspension, and Termination	Collective Agreement	is the currently ratified agreement resulting from collective bargaining between The UFV Faculty and Staff Association and the University	No :
132	Use of University Space	Commercial/other third parties	all persons or organizations other than academic/administrative users, academic invitees, and student groups who wish to use university space. Examples of commercial/other third parties include non-profit societies, movie production companies, wedding parties, community groups, and may include the federal and provincial governments.	
222	Program Suspension and Discontinuance Procedures	Communication Plan	How the program suspension, discontinuance, or reinstatement will be communicated to all stakeholders.	
236	Prevention, Education and Response to Sexualized Violence	Complainant	An Employee or Student who files a Complaint under this policy. In a situation where UFV has evidence of any conduct that violates this policy and no Complaint is received from a Complainant, or where an investigation is required by law, UFV may act as the Complainant to initiate an investigation and/or take disciplinary actions.	
53	Responsible Conduct of Research and Scholarship	complainant	The complainant is the person making an allegation of misconduct in research; the complainant may or may not be directly affected by the alleged misconduct and may be a university administrator.	Middle of a paragraph

204	Safe Student Learning Community	Complainant	Any employee or student who has been impacted by any act covered by this Policy and seeks resolution through the policy process. In a situation where UFV has evidence of any act that is covered by this Policy and no complaint is received by a complainant, UFV may act as the complainant to initiate an investigation and/or take disciplinary actions.	Tab
236	Prevention, Education and Response to Sexualized Violence	Complaint	A written report or statement alleging Sexualized Violence made under this policy.	
98	Subsequent and concurrent Bachelor Degree	Concurrent degree	Admission to two UFV degree programs at the same time, with either simultaneous or overlapping enrolment.	
84	Prerequisites and Co-requisites	Conditional registration	Registration that is conditional upon subsequently meeting prerequisites or co-requisites.	
142	Conflict of Interest	Conflict of Interest	A conflict of interest exists when a member: • has a personal or private interest in a matter sufficient to cause a reasonable person to question whether the member could be influenced in the objective exercise of their duties. • has personal interests, relationships, or activities which interfere, appear to interfere, or have the potential to interfere with their obligations to the University. • a conflict of interest can exist without wilful wrongdoing and without evidence that a member's judgement was, in fact, affected by their personal or private interest. The following are some areas of conflict of interest: Financial Interests: - Transactions related to property ownership, a business, or investments that may or do influence decisions. - Compensation or payments that may or do influence decisions. Personal Relationships: - Family, friendships, or romantic associations that may bias professional judgments. External Engagements: - External employment or non-remunerated roles that may conflict with university duties.	

236	Prevention, Education and Response to Sexualized Violence	Consent	Consent is the active, voluntary agreement to engage, and to continue to engage in the sexual activity in question which is affirmed through words or actively expressed through conduct. The initiator of a sexual activity is responsible for obtaining Consent for that sexual activity. Consent: (a) cannot be obtained through the abuse of a position of trust, power, authority, through fraud or coercion, or due to fear of consequences, violence, or retaliation; (b) cannot be implied, which means it must be affirmatively given and cannot be assumed by an individual's silence or inaction; (c) can be withdrawn by any party at any time during the sexual activity through words or actions, and if Consent is withdrawn the sexual activity must stop; (d) to one kind of sexual activity does not mean that Consent is given for another sexual activity; (e) cannot be implied from the relationship status of the parties nor past Consent to sexual activity; (f) cannot be given if the individual is incapacitated by alcohol or drugs, is asleep or unconscious, if they are unable to appreciate the nature of the sexual activity, if they are unable to appreciate the risks and consequences of the sexual activity or if they are otherwise unable to choose whether to engage in the sexual activity; and (g) cannot be given if the individual is under the legal age of Consent as defined in the Criminal Code. A person's sexual reputation or history of sexual activity cannot be submitted as evidence to prove that it was likely that Consent had been given. There is an inherent risk that Consent is not voluntary whenever there is a relationship of trust or authority in which there is an imbalance, or perceived imbalance of power. Where there is an allegation of Sexualized Violence in these relationships the nature of the relationship will be a significant factor in determining whether there was Consent. UFV recognizes that certain relationships between Students and other members of the UFV Community are relationships of heightened trust and vulnerability. Sexual or intimate relationships between individuals in the following categories of member of the UFV Community where there is a supervisory role or where an individual has influence over a student or employee's current or future academic activities, working conditions, or career.	
4	Art and Cultural Heritage Collections Management	Conservation	Specific techniques performed to ensure the preservation of cultural material for the future. These may include intervention by professional conservators to halt or reverse the deterioration of cultural heritage items.	
222	Program Suspension and Discontinuance	Consultation	Seeking of input and opinions.	
222	Program Suspension and Discontinuance Procedures	Consultation	Seeking of input and opinions.	
225	Research Overhead Cost Recovery	Contract or agreement	an agreement between legal entities, namely the sponsor and the University, to provide financial support to perform research-related services within the specific stipulations and conditions of a contract or agreement.	Not in bold
7	Copyright Compliance	Copyright	As defined in the Copyright Act, including the rights of reproduction (copying), communication, publication, public performance, adaptation (modification or creation of derivative works), sale, and distribution.	

7	Copyright Compliance	Copyright infringement	The act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 3 of the Copyright Act. These rights include the right to reproduce or distribute substantial parts of, or an entire, copyrighted work.	
7	Copyright Compliance	Copyright License	Written commercial agreement between the University and a copyright owner or legal assignee that defines the terms under which a product/material may be used and the terms of remuneration	
7	Copyright Compliance	Copyrighted Work	All original works of fixed content, whether written or otherwise recorded, as defined in the Copyright Act	
55	Intellectual Property	Copyrights	provide protection for artistic, dramatic, musical or literary works (including computer programs), and three other subject-matters known as: performance, sound recording and communication signal;	No :
84	Prerequisites and Co-requisites	Co-requisite	A course that is to be taken concurrently with another course.	
62	Attendance	Course	A set of lectures or lessons in a particular subject, with defined learning outcomes, offered under a designated subject code and course number.	
105	Course Credits	Course	A set of lectures or lessons in a particular subject, with defined learning outcomes, offered under a designated subject code and course number.	
81	Course Withdrawal	Course	A set of lectures or lessons in a particular subject, with defined learning outcomes, offered under a designated subject code and course number.	
84	Prerequisites and Co-requisites	Course	A set of lectures or lessons in a particular subject, with defined learning outcomes, offered under a designated subject code and course number.	
107	Transfer Credit Procedures	Course outline	An official document, course outline, or syllabus provided by the sending institution that includes information on course requirements, learning outcomes and assessment or evaluation methods.	
86	Course Repeat	Course repeat	A re-registration in a UFV course or its equivalent at UFV, when the student is currently registered, for credit or audit, or was previously registered and received a grade, including but not limited to any letter grade, F (fail), NCR (no credit), W (withdrawal), AU (audit), or CR (credit) in the same course.	
46	Instructional Responsibilities	Course Syllabus	The expanded version of the official course outline, including content, instructional activities, student assessment and evaluation methods, course learning outcomes, and instructor and student responsibilities provided by instructors for individual courses.	
64	Credentials	Credential	A qualification awarded by UFV to recognize successful completion of a program.	
199	Posthumous Credentials	Credential	A formal qualification awarded for completion of a prescribed program of study.	
105	Course Credits	Credit	A numeric value assigned to a course, based on both the hours of direct instruction and the coursework done outside of the classroom, which indicates the course's weight relative to courses across the university.	
95	Order of Registration	Credit	The unit value placed on a course.	
94	Prior Learning Assessment and Recognition (PLAR)	Credit	A numeric value assigned to a course which indicates the course's weight relative to courses across the university.	

107	Transfer Credit Procedures	Credit	A numeric value assigned to a course, based on both the hours of direct instruction and the coursework done outside of the classroom, which indicates the course's weight relative to courses across the university. (From UFV Policy 105)	
4	Art and Cultural Heritage Collections Management	Cultural heritage	"The legacy of physical artifacts and intangible attributes of a group or society that are inherited from past generations, maintained in the present and bestowed for the benefit of future generations."2 (2 "Tangible Cultural Heritage" © UNESCO, www.unesco.org/new/en/cairo/culture/tangible-cultural-heritage/)	
224	Academic Renewal	Cumulative grade point average (CGPA)	The GPA calculated on all courses a student has taken at the university.	
64	Credentials	Cumulative grade point average (CGPA)	A numerical average of grades based on all courses taken at UFV within a particular level of study (e.g., preparatory, undergraduate, graduate level).	
101	Grading System	Cumulative grade point average (CGPA)	A numerical average of grades based on all courses taken at UFV within a particular level of study, e.g. preparatory, undergraduate, graduate, etc.	
95	Order of Registration	Cumulative grade point average (CGPA)	A numerical average of grades based on all courses taken at UFV within a particular level of study (e.g. preparatory, undergraduate, graduate level).	
92	Undergraduate Continuance	Cumulative grade point average (CGPA)	The grade point average calculated on all UFV courses a student has taken at a particular level of study e.g. vocational, undergraduate, graduate, preparatory, etc.	
4	Art and Cultural Heritage Collections Management	Deaccession	The process of formally and permanently removing art, cultural heritage or field collected material from the ACHC.	
217	Final Grade Appeals	Dean	Dean of the faculty responsible for offering the course.	
98	Subsequent and concurrent Bachelor Degree	Degree option	Formal areas of academic specialization that may be chosen within a degree, such as majors, minors, extended minors, or concentrations, etc	
246	Public Interest Disclosure Policy	Designated Officer	means the following senior official(s) designated to do the following or, in the event the senior official designated is disqualified from acting, the official who is responsible under the section Referral of Disclosure to Designated Officer in the Procedures to: a) Receive requests for advice: Chief Financial Officer b) Receive and investigate disclosures: Chief Financial Officer. In the event that the Chief Financial Officer is unable or unavailable to perform their duties under this Policy, the Vice-President Administration will fulfill the duties of the Designated Officer.	Starts with "" and mean and has a ; at the end
53	Responsible Conduct of Research and Scholarship	Destruction of research records	The destruction of one's own or another's research data or records to specifically avoid the detection of wrongdoing or in contravention of the applicable funding agreement, institutional policy and/or laws, regulations and professional or disciplinary standards.	In italics
224	Academic Renewal	Developmental courses	Pre-undergraduate courses, indicated by course numbers below 100.	

98	Subsequent and concurrent Bachelor Degree	Different degree	UFV degrees with a different name (e.g., Bachelor of Science, Bachelor of Science in Nursing, Bachelor of Business Administration, Bachelor of Arts in Child and Youth Care and Bachelor of Arts). A degree from another university is considered different from a UFV degree if it has different academic content; the determination does not depend on the name alone.	
207	Undergraduate Directed Studies, Special Topics & Independent Study Courses	Directed studies	An individualized research, directed reading or project-based course that is offered on an ad hoc basis and supervised by a faculty member.	No :
93	Accommodation of students with disabilities	Disability	A student with a disability is a person who • Has been diagnosed by an appropriate professional as having: a mental health impairment; physical impairment, neurological impairment; learning disorder; or sensory impairment, any/all of which may be permanent or temporary and is likely to continue and may significantly interfere with educational pursuits; and • Experiences functional restrictions or limitations in their ability to perform the range of life's activities; and • May experience attitudinal and/or environmental barriers that hamper their full and self-directed participation in life.	
98	Subsequent and concurrent Bachelor Degree	Discipline	A subject of study.	
236	Prevention, Education and Response to Sexualized Violence	Disclosure	The communication to an employee of an experience of Sexualized Violence for the purposes of seeking support or accommodations. Disclosure does not result in a Complaint being made and does not initiate an investigation or other action by UFV except as described later in this policy.	
246	Public Interest Disclosure Policy	Disclosure	means a report of Wrongdoing made under this Policy;	Starts with "" and mean and has a ; at the end
18	Discrimination, Bullying and Harassment Prevention	Discrimination	Discrimination is any form of unequal adverse treatment of a person or group, whether intentional or not, on the basis of one or more prohibited grounds set out in the British	
98	Subsequent and concurrent Bachelor Degree	Distinctly different discipline	Academic emphasis in a different subject, as determined by significantly different academic content, not by the name alone.	
4	Art and Cultural Heritage Collections Management	Donation	The voluntary transfer of ownership to UFV of any art, cultural heritage or field collected material by a donor without any expectation of material benefit from the transaction. This	
241	Emergency Management	Emergency Management	Organized, risk-based activities undertaken to prevent/mitigate, prepare for, respond to and recover from actual or potential emergencies.	
208	Emeritus Designation	Emeritus designation	An honourable recognition for retired faculty members and librarians.	
237	International Travel	Employee	An individual employed by UFV as a permanent or temporary employee or working on a contract-for-service basis.	

237	International Travel Approval Procedures	Employee	An individual employed by UFV as a permanent or temporary employee or working on a contract-for-service basis.	
236	Prevention, Education and Response to Sexualized Violence	Employee	A person who is employed, as a permanent or temporary employee, by UFV or contracted by UFV, including but not limited to faculty, staff, sessional instructors, and security personnel.	
204	Safe Student Learning Community	Employee	A person who is employed, as a permanent or temporary employee, by UFV or contracted by UFV, including but not limited to faculty, staff, sessional instructors, and security personnel.	Tab
70	Student Academic Misconduct	Employee	A person who is employed by or contracted with the university or an agent of the university including, but not limited to, faculty, staff, sessional instructors, and security personnel.	
250	Privacy	Employees	means all employees, contractors and volunteers of UFV;	""
217	Final Grade Appeals	Evidence	Material evidence that shows that an inappropriate final grade has been assigned, i.e. assignments, exams, course syllabus.	
231	Voluntary Resignation	Exempt Managerial Employees	Include all associate deans, executive directors, directors and associate directors.	
4	Art and Cultural Heritage Collections Management	Exhibit	"The localized grouping of objects and interpretive materials that form a cohesive unit within a gallery and that relate a message." ³ For the purposes of the ACHC, this also includes all forms of cultural heritage placed in public areas for viewing. (3 David Dean, Museum Exhibition Theory and Practice (London: Routledge, 1966), p.3)	
81	Course Withdrawal	Extenuating circumstances	Unusual circumstances beyond the student's control which make it impossible for the course to be completed.	
46	Instructional Responsibilities	Extenuating circumstances (instructor)	These are defined as a situation beyond the instructor's control that prevents them from delivering a class(es). These are circumstances that are unexpected and/or uncontrollable. Some examples include illness, death of a loved one, a car accident, a medical emergency, an incapacitating illness, serious personal situation, etc.	
46	Instructional Responsibilities	Extenuating circumstances (student)	These are defined as a situation beyond a student's control that prevents course completion. These are circumstances that are unexpected and/or uncontrollable and arise during the semester. Some examples include death of a loved one, a car accident, a medical emergency, an incapacitating illness, serious personal situation, etc.	
60	External Program Advisory Committees	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.	
53	Responsible Conduct of Research and Scholarship	Fabrication	Making up data, source material, methodologies or findings, including graphs and images.	In italics

70	Student Academic Misconduct Procedures	Fabrication, Falsification, or Unauthorized Modification of an Academic Document or Record	Academic Misconduct includes falsifying, fabricating, forging or in any way modifying an academic document or record used in support of an application, record, petition/appeal, or endeavor.	
7	Copyright Compliance	Fair Dealing	A provision in the Copyright Act that permits use of a copyrighted work without permission from the copyright owner or the payment of royalties.	
53	Responsible Conduct of Research and Scholarship	Falsification	Manipulating, changing, or omitting data, source material, methodologies or findings, including graphs and images, without acknowledgement and which results in inaccurate	In italics
57	Field Placement	Field Placement	Field placement includes and is referred to by some disciplines as practicum, clinical placement, internship, preceptorship, mentorship, and/or work experience.	
56	Field Trip	Field Trip	An organized, off-campus, course-related activity	
217	Final Grade Appeals	Final grade	The grade assigned for a course as recorded on the official university transcript	
250	Privacy	FIPPA	means the BC Freedom of Information and Protection of Privacy Act	""
239	Death of a Student	Former Student	An individual who has not been enrolled in at least one University course, for credit or non-credit at the undergraduate or graduate level, within one year of the date of the death.	
240	Fraud Prevention	Fraud	means a deliberate and/or unlawful deception with the intention of obtaining an unauthorized benefit from the university for personal gain. Fraud includes, but is not limited to: • misappropriation of university funds or property • forgery or alteration of documents and the inappropriate, deliberate destruction of documents, including e-documents • authorizing or receiving payment for work, goods or services not received or performed • altering or deliberately reporting incorrect financial or personal information for either a personal or university advantage • unauthorized use of university property and resources for personal advantage or gain • any claim for reimbursement of ineligible expenses or unearned payment of fees or wages • bribery, kickbacks, or unauthorized rebates • identity theft • misrepresentation of credentials or status with the university • any fraudulent activity as defined by the Criminal Code (s. 380 (1))	Starts with "means..."
240	Fraud Prevention Procedures	Fraud	means a deliberate and/or unlawful deception with the intention of obtaining an unauthorized benefit from the university for personal gain. Fraud includes, but is not limited to: • misappropriation of university funds or property • forgery or alteration of	Start with "means..."
107	Transfer Credit Procedures	General elective credit	Awarded for a course that is of sufficient merit to be considered transferable, but no direct or similar course or discipline is available at UFV.	
4	Art and Cultural Heritage Collections Management	Gift	Any art, cultural heritage or field collected material that is acquired by UFV through the voluntary transfer of ownership by a donor. Gifts in relation to the Art and Cultural Heritage Collections does not include financial donations.	
228	Gift Acceptance	Gift		
240	Fraud Prevention	Good faith	means a sincere belief or motive without any malice or the desire to defraud others.	Starts with "means..."
224	Academic Renewal	Grade point average (GPA)	A numerical average of course grades.	
86	Course Repeat	Grade point average (GPA)	A numerical average of course grades.	

64	Credentials	Grade point average (GPA)	Academic performance expressed as a numerical average of grades earned in courses.	
101	Grading System	Grade point average (GPA)	Academic performance expressed as a numerical average of grades in UFV courses.	
92	Undergraduate Continuance	Grade point average (GPA)	A numerical average of grades on a student's record.	
101	Grading System	Grade point value	A numeric value for each letter grade that is used to calculate the grade point average.	
20	Approval of Graduands	Graduand	A student who has been approved to graduate but has not yet graduated.	
209	Graduate Course and Program Approval Procedure	Graduate Curriculum Committee (GCC)	A standing committee of faculty council responsible for ensuring excellence and innovation in graduate-level and post-baccalaureate educational offerings. It serves as an	
80	Admission	Graduate level	Post-secondary education beyond the bachelor degree level.	
64	Credentials	Graduate level	Post-secondary education beyond the level of the bachelor degree that requires at least one course numbered 600 or higher.	
101	Grading System	Graduate level	Post-secondary education beyond the bachelor degree level.	
20	Approval of Graduands	Graduate level education	Post-secondary education beyond the level of the bachelor degree.	
209	Graduate Course and Program Approval	Graduate program	A structured set of courses and associated requirements designed to deliver learning outcomes specific to a disciplinary or interdisciplinary field of study, and offered as an	
209	Graduate Course and Program Approval Procedure	Graduate Program	Any program that requires at least one graduate level course.	
209	Graduate Course and Program Approval Procedure	Graduate Program Committee (GPC)	A committee created to oversee the implementation and administration of a graduate program and its courses. A Graduate Program Committee is approved by the Dean(s) and	
209	Graduate Course and Program Approval	Graduate Studies Committee (GSC)	A Senate standing committee that provides Senate with advice on all matters related to the graduate educational programs of the university.	
209	Graduate Course and Program Approval Procedure	Graduate Studies Committee (GSC)	A Senate standing committee that provides Senate with advice on all matters related to the graduate educational programs of the university, including policies, practices, and criteria	

209	Graduate Course and Program Approval	Graduate-level Course	A course numbered 600 or higher.	
209	Graduate Course and Program Approval Procedure	Graduate level course	A course numbered 600 or higher.	
237	International Travel Approval Procedures	Group Leader	An Employee who is responsible for planning and administering an International UFV Activity involving Travellers.	
222	Program Suspension and Discontinuance Procedures	GSC	Graduate Studies Committee	
18	Discrimination, Bullying and Harassment Prevention	Harassment based on a prohibited ground of discrimination	Behaviour directed towards another person that is abusive or demeaning, including a direct or indirect reference to a prohibited ground of discrimination, and would be viewed by a reasonable person experiencing the behaviour as interfering with the person's participation in a university-related activity or as creating an intimidating, humiliating or hostile environment.	
248	Hybrid Workplace	Hybrid Work	Work that recurringly occurs at both on-campus and at approved Remote Work Locations.	
248	Hybrid Workplace Procedures	Hybrid Work	Work that recurringly occurs both on-campus and at approved remote work locations	
248	Hybrid Workplace	Hybrid Work Arrangement	The written agreement that sets out an employee's Hybrid Work Arrangement.	
248	Hybrid Workplace Procedures	Hybrid Work Arrangement	The written agreement that details an employee's hybrid work arrangement.	
46	Instructional Responsibilities	Hyflex; flexible learning	During a course, students can choose to attend sessions in a face-to-face, online synchronous, or online asynchronous format depending on student need or preference. The flexibility enables students to choose their mode of attendance	
222	Program Suspension and Discontinuance Procedures	Implementation Plan	Course of action by a department or program during suspension or reinstatement to either review and reinstate or discontinue a program.	

70	Student Academic Misconduct Procedures	Improper Research Practices	Academic research includes the collection, analysis, interpretation, and publication of information or data	
53	Responsible Conduct of Research and Scholarship	Inadequate acknowledgement	Failure to appropriately recognize contributions of others in a manner consistent with their respective contributions and authorship policies of relevant publications.	In italics
241	Emergency Management	Incident Command System (ICS)	A framework and system designed to improve coordination efforts in response to any type of emergency. ICS is flexible, scalable, provides a clear hierarchy of leadership, employs a common frame of reference and language, and helps establish common objectives and action plans to achieve goals.	
234	Sponsorship	Incoming sponsorships	Sponsorships that provide cash and in-kind payments for appropriate university initiatives, events and activities.	
109	Grade Reporting	Incomplete grade	A grade or notation assigned temporarily when course requirements are to be completed at a predetermined time and a final grade has yet to be determined.	
132	Use of University Space	Indemnity and liability	refers to groups covered under priorities iii) and iv). These groups use UFV space at their own risk and must include UFV as an Additional Insured under their Liability Insurance with a minimum of \$2 million for any one occurrence.	
207	Undergraduate Directed Studies, Special Topics & Independent Study Courses	Independent study	A section of an existing course timetabled for a student to learn course material on their own with some guidance from the instructor. Course sections timetabled as independent study are usually offered in formats that differ from the standard course delivery format	
4	Art and Cultural Heritage Collections Management	Indigenous Cultural Heritage	"...ideas, experiences, worldviews, objects, forms of expressions, practices, knowledge, spirituality, kinship ties and places valued by Indigenous Peoples. Indigenous heritage is intrinsic to Indigenous well-being and held for all generations." 4 See: www.fpcc.ca/culture/heritage-toolkit/Intangible-Cultural-Heritage.aspx (4 "First Peoples Heritage," www.heritagebc.ca/resources/first-peoples-heritage/)	
55	Intellectual Property	Industrial designs	are the visual features of shape, configuration, pattern or ornament (or any combination of these features), applied to a finished article of manufacture;	No :
94	Prior Learning Assessment and Recognition (PLAR)	Informal Learning	Where no specific learning purpose, objectives, or specific goals are set. Examples include, but are not limited to, self-directed, volunteer, independent or self-study, reading literature, participating in forums or chat rooms, completion of Massive Open Online Course (MOOC), primary or additional languages acquired, applicable employment experience new hire onboarding, cultural and community work, lived experience, and coaching and mentoring sessions.	

14	Appropriate use of Information Technology Resources	Information and technology resources (IT resources)	The information and technology resources the university makes available to users, including, but not limited to: Internet; Wi-Fi; email; networks; servers; computers; laptops; communications applications, licensed software (including third party software-as-a-service and cloud services tools); hardware; Intranet; mobilephones, tablets and other wireless communications devices; electronic storage media such as CDs, USB memory sticks, and portable hard drives; telephone and voicemail systems; printers; plotters; scanners; cameras; fax machines; and all related equipment, peripherals and infrastructure (collectively, the "IT resources").	
189	Academic Program Review	Institutional Learning Outcomes (ILOs)	Set of abilities, skills or competencies that each UFV graduate is expected to demonstrate.	
46	Instructional Responsibilities	Instruction	Activities undertaken by instructors to facilitate teaching, learning, and assessment in a course. These activities include the delivery of content using pedagogical approaches to support student learning. These may include student engagement, creation of course materials to support teaching and learning, and the development of formal and informal assessment and evaluation activities.	
217	Final Grade Appeals	Instructor	The person who is responsible for delivery of the course curriculum and the evaluation of student work	
4	Art and Cultural Heritage Collections Management	Intangible Cultural Heritage (ICH)	"The practices, representations, expressions, knowledge, skills – as well as the instruments, objects, artefacts, and cultural spaces associated therewith – that communities, groups and, in some cases, individuals recognize as part of their cultural heritage. This intangible cultural heritage, transmitted from generation to generation, is constantly recreated by communities and groups in response to their environment, their interaction with nature and their history, and provides them with a sense of identity and continuity, thus promoting respect for cultural diversity and human creativity."5 In the university setting this can include, but is not limited to, stories and storied places, memories and memory-scapes, and folklore, and voice/song. (5 United Nations Educational, Scientific and Cultural Organization, Convention for the Safekeeping of the Intangible Cultural Heritage (Paris: UNESCO, 2003), 2. www.unesdoc.unesco.org/images/0013/001325/132540e.pdf)	
55	Intellectual Property	Integrated Circuit Topographies	s to the three-dimensional configuration of the electronic circuits embodied in integrated circuit products or layout designs;	No :
55	Intellectual Property	Intellectual Property	is knowledge or expression created with one's intellect. Included are inventions, computer software, trademarks, literary, artistic, musical or visual works, industrial designs, new	No :

236	Prevention, Education and Response to Sexualized Violence	Interim Measures	The University may institute non-disciplinary interim measures in response to a Disclosure or Complaint of Sexualized Violence. Interim measures are not disciplinary and are not sanctions under University policy. They are instituted for the purpose of protecting any person involved or the investigation process and should be limited to the duration necessary to accomplish the identified purpose. Interim measures include but are not limited to actions such as no contact orders, and restrictions on access to spaces or services.	
240	Fraud Prevention	Internal controls	mean processes and systems put in place to provide reasonable assurance that assets are safeguarded and that these processes and systems effectively manage risk and diminish	Starts with "means..."
236	Prevention, Education and Response to Sexualized	Intersectionality	Intersectionality is an analytical framework created by Kimberle Crenshaw for understanding how a person's various social and political identities combine to create	
53	Responsible Conduct of Research and Scholarship	Invalid authorship	Inaccurate attribution of authorship, including attribution of authorship to persons other than those who have contributed sufficiently to take responsibility for the intellectual	In italics
246	Public Interest Disclosure Policy	Investigation	means an investigation of a Disclosure undertaken by UFV under this Policy or by the Ombudsperson under PIDA;	Starts with "" and mean and has a ; at the end
237	International Travel Approval Procedures	ITRAC	The "International Travel Risk Advisory Committee" comprised of the Vice-Provost and Associate Vice-President Academic; the Director, Risk and Safety; the AVP, International and the appropriate Responsible Administrator(s) (See Appendix 5).	
81	Course Withdrawal	Late withdrawal	A withdrawal after the withdrawal deadline.	
7	Copyright Compliance	Learning Management System	An e-learning system based on the web that provides virtual access to classes, class content, tests, homework, grades, assessments, and other external resources.	
46	Instructional Responsibilities	Learning Management System	A software application for the administration, documentation, tracking, reporting, and delivery of educational courses, training programs, materials, or learning and development programs.	
15	Selling, Serving, and Advertising Liquor	Liquor	is defined in the Liquor Control and Licensing Act (British Columbia) as 1. fermented, spirituous, and malt liquors, 2. combinations of liquors, and 3. drinks and drinkable liquid that are intoxicating, and includes beer, or a substance that, by being dissolved or diluted, is capable of being made a drinkable liquid that is intoxicating and that is declared by order of the Lieutenant Governor in Council to be liquor. The terms "alcoholic beverage," "alcohol," and "liquor" are used interchangeably in this policy.	No : and use of ""
4	Art and Cultural Heritage Collections Management	Loan	The temporary release of cultural heritage items from the ACHC. Loans are assessed by the ACHCC on a case-by-case basis and may or may not include monetary exchange. Loans do not constitute change in ownership.	

21	Undergraduate Course and Program Approval Procedures	Lower-level course	First- or second-year course, generally numbered in the 100s and 200s.	
209	Graduate Course and Program Approval Procedure	Major course change	A change to a course that affects the nature or focus of a course, options for students, or budget. A more detailed breakdown of major course changes is available on page 9.	
21	Undergraduate Course and Program Approval Procedures	Major course change	A change to a course that affects the nature or focus of a course, options for students, or budget. A more detailed breakdown of major course changes is available on page 9.	
209	Graduate Course and Program Approval Procedure	Major program change	A modification to a program that affects the nature or focus of the program, options for students, or budget. A more detailed breakdown of major program changes is available on page 14.	
21	Undergraduate Course and Program Approval Procedures	Major program change	A modification to a program that affects the nature or focus of the program, options for students, or budget. A more detailed breakdown of major program changes is available on page 10.	
248	Hybrid Workplace Procedures	Manager	An exempt Manager	
18	Discrimination, Bullying and	Members of the university community	The following are considered members of the University community for this policy: • All	
211	Research and Institutes	Membership	The membership of a university research centre or institute should consist of researchers who are committed and already engaged in collaborative research initiatives evidenced by joint research activities and publications. Membership includes faculty members from the university as well as research partners and community members from other institutions or organizations who are committed to research collaboration and have a record of excellence in research or service in an area related to the mandate of the centre or institute.	
209	Graduate Course and Program Approval Procedure	Minor course change	A change to a course that has no effect on the nature or focus of a course, options for students, or budget. A more detailed breakdown of minor course changes is available on page 9.	
21	Undergraduate Course and Program Approval Procedures	Minor course change	A change to a course that has no effect on the nature or focus of a course, options for students, or budget. A more detailed breakdown of minor course changes is available on	
209	Graduate Course and Program Approval Procedure	Minor program change	Any change which is not major, as described above. A more detailed breakdown of minor program changes is available on page 14.	
21	Undergraduate Course and Program Approval Procedures	Minor program change	Any change which is not major, as described above. A more detailed breakdown of minor program changes is available on page 10.	

53	Responsible Conduct of Research and Scholarship	Misconduct	in research refers to, but is not limited to, any breach from the present policy and includes	
53	Responsible Conduct of Research and Scholarship	Mismanagement of Conflict of Interest	Failure to appropriately manage any real, potential or perceived conflict of interest, in accordance with the university's policy on conflict of interest, (Policy 142).	In italics
53	Responsible Conduct of Research and Scholarship	Mismanagement of Research Funds	Misappropriating grants and awards funds or providing inaccurate or false information on documentation for expenditures from research funds.	In italics
4	Art and Cultural Heritage Collections Management	Museology	"The science or profession of museum organization and management."6 (6 "Museology." The Merriam-Webster.com Dictionary, Merriam-Webster Inc., www.merriam-webster.com/dictionary/museology. Accessed 21 January 2020)	
95	Order of Registration	New Student	a person newly admitted to UFV, has never attempted UFV courses and does not have transfer credit from another post-secondary institution.	
94	Prior Learning Assessment and Recognition (PLAR)	Non-formal Learning	Where learning is structured and intentional to acquire a skill, knowledge, or ability. Examples include, but are not limited to, industry and workplace-based training, continuing study courses (for non-credit), private colleges and training institutions, conferences, webinars, professional development activities, licensure, apprenticeship, certifications, and co-op.	
70	Student Academic Misconduct Procedures	Obstruction of the Academic Activities of Another	Obstruction of another's academic activity occurs when a Student interferes with the Academic Work of another in order to harass or to gain, or attempt to gain, unfair academic advantage.	
209	Graduate Course and Program Approval Procedure	Official course outline	Legal document used for calendar copy, articulation, and other official documentation purposes. The official course outline is used as a guideline for the syllabus that instructors develop and provide to students.	
46	Instructional Responsibilities	Official course outline	The Undergraduate Education Committee or Graduate Studies Committee approved course outline form.	
21	Undergraduate Course and Program Approval Procedures	Official course outline	Legal document used for calendar copy, articulation, and official documentation purposes. The official course outline is used as a guideline for the syllabus that instructors develop and provide to students.	
46	Instructional Responsibilities	Online only, no meeting times	A course that is delivered through remote means. In-person exams may be required for some courses. There are no scheduled meeting times for asynchronous (online only) classes.	
46	Instructional Responsibilities	Online with scheduled meeting times	A course that is delivered through remote means but includes regularly scheduled online classes. Dates, days, and times of scheduled online learning activities will be clearly listed in the UFV Timetable and the course syllabus. Attendance at in-person exams may be required.	
234	Sponsorship	Outgoing sponsorships	Provision of funds, in-kind payments, or endorsements by UFV	
105	Course Credits	Outside-of-class time	Time expected of students outside of class for course-related activities, such as reading, research, assignments, projects, studying, rehearsing, and any other learning activities typically required to master the course content.	

225	Research Overhead Cost Recovery	Overhead fees	include but not limited to the provision of space, maintenance of buildings, utilities, accounting, payroll, human resources, student support, library, information technology services, grants and contract administration, and equipment replacement. This term means the same thing as “indirect costs” and is used interchangeably.	Not in bold
55	Intellectual Property	Patents	cover new inventions (process, machine, manufacture, composition of matter), or any new and useful improvement of an existing invention;	No :
222	Program Suspension and Discontinuance Procedures	PDQA	Program Development and Quality Assurance	
63	Course Load	Permanent Disability	A functional limitation caused by a physical or mental impairment that restricts the ability of a person to perform the daily activities necessary to participate in full-time studies at a post-secondary level or in the labour force, and is expected to remain with the person for the person’s expected natural life. (Source: StudentAidBC Policy Manual 2014-2015).	
250	Privacy	Personal Information	means recorded information about an identifiable individual, but does not include an individual’s business contact information (business address, email address, telephone number);	""
53	Responsible Conduct of Research and Scholarship	Plagiarism	Presenting and using another’s published or unpublished work, including theories, concepts, data, source material, methodologies or findings, including graphs and images, as one’s own, without appropriate referencing and, if required, without permission.	In italics
70	Student Academic Misconduct Procedures	Plagiarism	Plagiarism occurs when a Student presents as their own the written, oral, visual, quantitative, or qualitative work of someone else and fails to appropriately cite the original source. It covers instances when all or part of the work of another is presented as the Student’s own, as well as all sources of the work of others, whether published or unpublished, formal or informal, electronic or hard copy, anonymous or attributed.	
55	Intellectual Property	Plant Breeders Rights	apply to certain new plant varieties. ¹ (1 This material is taken from the Canadian Intellectual Property Office website - http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/Home)	No : also that’s ot how you do Chicago style citation
94	Prior Learning Assessment and Recognition (PLAR)	Portfolio	A collection of artifacts (e.g. documents, objects, and other evidence) compiled by the student that demonstrates tangible proof of learning.	
199	Posthumous Credentials	Posthumous credential	A credential awarded to a student who has died before completing all graduation requirements. A credential is not considered to be a posthumous credential under this policy if the student dies following completion of the program requirements but prior to formal approval or conferral of the credential.	
99	English Language Proficiency Requirement	Post-secondary program	A program that is considered university level.	
84	Prerequisites and Co-requisites	Pre- or co-requisite	A course that must be completed either prior to or concurrently with another course.	

229	Smoke-Free Campus Policy	Premises	is defined as any and all land and buildings owned or leased by UFV, whether on or off of UFV Campus.	No : and use of ""
101	Grading System	Preparatory	Pre-undergraduate or developmental education designed to upgrade or enhance academic skills in preparation for undergraduate studies.	
80	Admission	Preparatory level	Education that is developmental or preparatory to post-secondary.	
64	Credentials	Preparatory level	Pre-undergraduate or developmental education designed to upgrade or enhance academic skills in preparation for undergraduate studies.	
92	Undergraduate Continuance	Preparatory level	Courses or programs considered developmental or preparatory to postsecondary studies.	
20	Approval of Graduands	Preparatory level education	Education that is developmental or preparatory to post-secondary.	
99	English Language Proficiency Requirement	Preparatory program	A program at the pre-undergraduate or developmental level designed to upgrade or enhance English and/or academic skills in preparation for post-secondary studies.	
241	Emergency Management	Preparedness	Activities taken prior to an event in order to be ready to respond to a disaster and manage its consequences (e.g. emergency response plans, training and exercise programs, and public awareness activities). Together with Prevention/Mitigation, this is also known as Readiness.	
84	Prerequisites and Co-requisites	Prerequisite	A requirement such as a course, course credits, admission to a particular program, or other academic skills, knowledge, or achievements that must be completed prior to taking a particular course.	
84	Prerequisites and Co-requisites	Prerequisite or co-requisite waiver	Permission to register without meeting the required prerequisites and/or co-requisites for a course.	
4	Art and Cultural Heritage Collections Management	Preservation	Activities that prevent the deterioration or destruction of cultural heritage material.	
241	Emergency Management	Prevention/Mitigation	Activities taken prior to an emergency or disaster to reduce the impacts from hazards and threats. Prevention/mitigation includes structural measures (e.g., seismic retrofitting of buildings) and non-structural measures (e.g. building codes, insurance). Together with	
98	Subsequent and concurrent Bachelor Degree	Principal area of study	The main discipline(s) emphasized in the degree content.	

94	Prior Learning Assessment and Recognition (PLAR)	Prior Learning Assessment and Recognition (PLAR)	An assessment process that helps students obtain recognition/credit for a UFV course(s) or meet UFV program requirements by demonstration of what they know and can do. PLAR assessments can include but is not limited to, one or a combination of the following methods: challenge exam, oral exam/interview, performance assessment, product assessment, and portfolio assessment.	
236	Prevention, Education and Response to Sexualized Violence	Procedural Fairness	The University seeks to achieve procedural fairness in dealing with all complaints. Procedural fairness has several key features. It includes allowing people to be heard in processes that affect them, ensuring decisions are made without bias, and following the rules that apply. It is also about making decisions that are considerate of an individual's	
250	Privacy	Procedures	means the administrative procedures to this Policy;	""
70	Student Academic Misconduct	Procedures and Regulations	Refers to the process and regulations which are used and followed when pursuing an allegation of Academic Misconduct	
4	Art and Cultural Heritage Collections Management	Processes	Methods of how to apply best practices involving acquisition, accession, collection, deaccession, documentation, care, exhibition, research, management, training, etc.”	
189	Academic Program Review	Program	A collection of courses and associated requirements offered as a credential or an option within a credential. This includes, but is not limited to, a certificate, diploma, minor, extended minor, major, honours, degree, specialization, option, or concentration.	
224	Academic Renewal	Program	A collection of courses and associated requirements offered as a credential or an option within a credential, including but not limited to, a certificate, diploma, minor, extended	
64	Credentials	Program	A set of courses and associated requirements offered as a credential (e.g., a certificate, diploma, degree, etc.) or an option within a credential (e.g., a major, minor, concentration, etc.) Program options form parts of credentials, but are not credentials in and of themselves.	
199	Posthumous Credentials	Program	A set of courses and associated requirements offered as a credential (e.g., a certificate, diploma, degree, etc.) or as a defined area of study within a credential (e.g., a major, minor, honours, specialization, etc.).	
222	Program Suspension and Discontinuance	Program	A set of courses and associated requirements offered as a credential (e.g., a certificate, diploma, degree, etc.) or as a defined area of study within a credential (e.g., a major, minor, honours, specialization, etc.).	

222	Program Suspension and Discontinuance Procedures	Program	A set of courses and associated requirements offered as a credential (e.g., a certificate, diploma, degree, etc.) or as a defined area of study within a credential (e.g., a major, minor, honours, specialization, etc.) These procedures do not apply to: • a specific focus embedded within a program (e.g., a concentration or specialization within a major), which is treated as a program revision under the Undergraduate Course and Program Approval policy (21) or Graduate Course and Program Approval policy (209) • all non-credit continuing education programs • adjustments in the number or timing of program intakes during an academic year or the scheduling or location of courses offered in a program that are part of the ongoing management of program delivery.	
21	Undergraduate Course and Program Approval	Program	A structured set of courses and associated requirements designed to deliver learning outcomes specific to a disciplinary or interdisciplinary field of study, and offered as an approved credential (e.g., a certificate, diploma, degree, etc.) or an approved option within a credential (e.g., a major, minor, honours, concentration, specialization, etc.).	
21	Undergraduate Course and Program Approval Procedures	Program	A structured set of courses and associated requirements designed to deliver learning outcomes specific to a disciplinary or interdisciplinary field of study, and offered as an approved credential (e.g., a certificate, diploma, degree, etc.) or an approved option within a credential (e.g., a major, minor, honours, concentration, specialization, etc.).	
209	Graduate Course and Program Approval Procedure	Program budget analysis	Summary of the budget implications of a proposed new program or revisions to an existing program. This is to be attached to all new and revised program proposals when submitted to Senate and its standing committees.	
21	Undergraduate Course and Program Approval Procedures	Program budget analysis	Summary of the budget implications of a proposed new program or revisions to an existing program. This should be attached to all new and revised program proposals when submitted to Senate and its standing committees.	
21	Undergraduate Course and Program Approval Procedures	Program Committee	Approved by dean(s) to oversee the implementation and administration of a program and its courses.	
209	Graduate Course and Program Approval	Program Concept Paper	A statement of intent to begin development of a new program prepared using a standard template provided by Program Development and Quality Assurance.	
209	Graduate Course and Program Approval Procedure	Program concept paper	A statement of intent to begin development of a new program prepared using a standard template provided by Program Development and Quality Assurance.	
21	Undergraduate Course and Program Approval	Program Concept Paper	A statement of intent to begin development of a new program, prepared using a standard template provided by the Program Development and Quality Assurance Office.	
21	Undergraduate Course and Program Approval Procedures	Program concept paper	A statement of intent for the development of a new program prepared using a standard template provided by the Program Development and Quality Assurance Office.	
209	Graduate Course and Program Approval Procedure	Program Development and Quality Assurance (PDQA)	Facilitates the development and review of academic programs, and advises on matters related to academic quality assurance, curriculum design, and	

209	Graduate Course and Program Approval	Program Development and Quality Assurance (PDQA)	Facilitates the development and review of academic programs, and advises on matters related to academic quality assurance, curriculum design and programming.	
21	Undergraduate Course and Program Approval	Program Development and Quality Assurance Office (PDQA)	Facilitates the development and review of academic programs, and advises on matters related to academic quality assurance, curriculum design, and programming.	
21	Undergraduate Course and Program Approval Procedures	Program Development and Quality Assurance Office (PDQA)	Facilitates and assists with the development of academic programs, and in matters related to academic quality assurance, curriculum design, and programming.	
222	Program Suspension and	Program discontinuance	Elimination of the offering of a program.	
222	Program Suspension and Discontinuance Procedures	Program Discontinuance	Elimination of the offering of a program.	
64	Credentials	Program GPA (PGPA)	The grade point average calculated over all courses taken at UFV that are used to meet program graduation requirements.	
209	Graduate Course and Program Approval	Program Proposal	The detailed description and rationale for a new program prepared on a standard template provided by Program Development and Quality Assurance.	
209	Graduate Course and Program Approval Procedure	Program proposal	Detailed description and rationale for a new program prepared on a standard template provided by Program Development and Quality Assurance.	
21	Undergraduate Course and Program Approval	Program Proposal	The detailed description and rationale for a new program prepared on a standard template provided by the Program Development and Quality Assurance Office.	
21	Undergraduate Course and Program Approval Procedures	Program proposal	Detailed description and rationale for the development of a new program prepared on a standard template provided by the Program Development and Quality Assurance Office.	
21	Undergraduate Course and Program Approval Procedures	Program Report and Plan	Submitted annually to the Board, includes Concept Papers recommended by Senate for approval.	
209	Graduate Course and Program Approval Procedure	Program Report and Plan (PRP)	Submitted annually to the Board, includes Concept Papers recommended by Senate for approval.	
222	Program Suspension and Discontinuance	Program suspension	Temporary cancellation of the intake of new students into a program for one or more academic years.	
222	Program Suspension and	Program Suspension	Temporary cancellation of the intake of new students into a program for one or more	
209	Graduate Course and Program Approval Procedure	Program Working Group (PWG)	Group formed in consultation with the Dean(s) and the AVP Research, Engagement & Graduate Studies to proceed in the development of a course or program proposal; may become the Graduate Program Committee.	
21	Undergraduate Course and Program Approval Procedures	Program Working Group (PWG)	Group formed by the dean(s) to proceed in the development of a new program.	

4	Art and Cultural Heritage Collections Management	Program/Programing	"An event or activity based on the [ACHC] or exhibits, designed to provide opportunities for further learning and enjoyment."7 (7 Standard Practices Handbook for Museums, 3rd Edition, Alberta Museums Association, 2014, p.386.)	
189	Academic Program Review	Programming	A set of related measures, events, activities, service courses or programs in support of a particular institutional priority or attainment of competencies (numerical, communications) across programs.	No capital letter
143	Appointment, Promotion,	Promotion	means either the process whereby an employee is the successful applicant in a higher paid	No :
93	Accommodation of students with disabilities	Protected Grounds	The areas in which individuals are protected by human rights legislation (e.g., gender, race, disability)	
246	Public Interest Disclosure Policy	Protection Official	means: a) in respect of a health-related matter, the provincial health officer, b) in respect of an environmental matter, the agency responsible for the Emergency Program Act, or c) in any other case, an appropriate police force in British Columbia.	Starts with "" and mean and has a ; at the end
4	Art and Cultural Heritage Collections Management	Purchase	"An acquisition made where material is obtained in return for a price. The legal documentation of a purchased acquisition is the Bill of Sale, along with any other	
80	Admission	Qualified applicant	An applicant who has provided evidence that he or she has met the minimum entrance requirements for a program as stated in the UFV academic calendar.	
94	Prior Learning Assessment	Recognition of Prior Learning (RPL)	An umbrella term for a set of processes that an individual	
107	Transfer Credit	Recognized institutions	Public and private institutions providing tertiary and/or secondary education, which are regulated or accredited by an official governmental agency or are otherwise authorized, registered, and licensed by the relevant authority in the territory they operate. The	
241	Emergency Management	Recovery	Activities taken after the immediate response to an emergency disaster to repair or restore conditions to an acceptable level (e.g., return of evacuees, reconstruction, and financial assistance). Long-term sustainable recovery programs undertaken with a view towards reducing disaster risks provide a valuable opportunity to develop and implement measures to strengthen resilience and build back better.	
53	Responsible Conduct of Research and Scholarship	Redundant publications	The re-publication of one's own previously published work or part thereof, or data, in the same or another language, without adequate acknowledgment of the source, or	In italics
222	Program Suspension and Discontinuance Procedures	Reinstatement	Resuming enrolment and delivery of a suspended program.	
248	Hybrid Workplace	Remote Work	The performance of some of an employee's work at a Remote Work Location.	
248	Hybrid Workplace Procedures	Remote Work	The performance of some of an employee's work at a Remote Work Location.	
248	Hybrid Workplace	Remote Work Location	The location designated for Remote Work in the Hybrid Work Arrangement.	
248	Hybrid Workplace Procedures	Remote Work Location	The location designated for Remote Work in the Hybrid Work Arrangement. Remote work locations must be within BC and a commutable distance of UFV. Any exceptions, including Teaching Faculty, shall require prior approval of a Dean or a Vice-President, with the concurrence of Human Resources.	
197	Adjunct Faculty, Research Associates and Visiting Scholars	Research Associate	is a non-remunerated, fixed term, appointment made to an individual who has the qualifications and expertise to contribute, as an external researcher, to the work of a university's research centre, laboratories or institutes. <i>Notes: Faculty Associates fall under</i>	No :

211	Research and Institutes	Research Centre ¹ (Centres that are not research centres are not included within	A research centre is a formally structured unit within the university, other than a department or a school, established with the purpose of advancing scholarly activity	
225	Research Overhead Cost Recovery	Research grant	is financial support for an investigator or investigators, or group or centre or institute conducting research in a particular subject area or field, with a described focus within that subject and/or a described methodology.	Not in bold
211	Research and Institutes	Research institute	A research institute is more formally structured than a research centre within the university. Institutes are also expected to provide unique enquiry-based learning	
64	Credentials	Residency	The portion of credits for a program that must be completed through UFV.	
231	Voluntary Resignation	Resign/Resigned/Resignation	The voluntary relinquishing of an employment relationship with the university, initiated by the employee.	
241	Emergency Management	Resiliency	Resilience is the capacity of a system, community, or society to cope with, respond to, and recover from disturbances resulting from emergencies and disasters to reach and maintain	
217	Final Grade Appeal Procedure	Respondent	The party who responds to an appeal.	
236	Prevention, Education and Response to Sexualized Violence	Respondent	An individual or individuals alleged to have engaged in conduct that violates this policy.	
246	Public Interest Disclosure	Respondent	means a person about whom allegations of Wrongdoing are made;	and has a ; at the end
53	Responsible Conduct of Research and Scholarship	respondent	The respondent is the person accused by the complainant of misconduct in research.	Middle of a paragraph
204	Safe Student Learning Community	Respondent	The individual alleged as responsible for any disruptive behaviour applied under this Policy.	Tab
241	Emergency Management	Response	The phase during which actions are taken in response to an imminent or occurring emergency/disaster in order to manage its consequences (e.g., emergency communication, search and rescue, and evacuation).	
237	International Travel Approval	Responsible Administrator	The Dean / Director / Coordinator to whom the Traveller or Group Leader reports.	
15	Selling, Serving, and Advertising Liquor	Responsible Officers	are the individuals at UFV designated to authorize an application for a Special Event Permit (SEP) This is the Chief Financial Officer and Vice President Administration or designate.	No : and use of ""
239	Death of a Student	Response Team	A team, determined by the VP Students or designate, who organizes, leads, and provides advice and support on the university's administrative response to the student's death. The composition of the Response Team is based on the	
70	Student Academic Misconduct Procedures	Resubmission of Work	Students commit Academic Misconduct when they submit, in whole or part, Academic Work more than once, whether the earlier submission was at this University or another institution, and when prior approval has not been obtained from the faculty member(s) or instructor(s).	

18	Discrimination, Bullying and Harassment Prevention	Retaliation	Retaliation is an adverse action taken against a member of the university community for: 1. having invoked this policy or procedures in good faith whether on behalf of oneself or another individual; 2. having participated or cooperated in any investigation under this	
237	International Travel Approval Procedures	Risk	A situation involving exposure to danger, harm, injury, or loss.	
242	Risk Management	Risk	The potential for loss or the diminished opportunity for gain caused by factors that can affect the ability to achieve an administrative, academic, operational, or strategic objective or desired outcome	
237	International Travel Approval Procedures	Risk Assessment Tool	A document in which the Traveller or Group Leader(s) and Responsible Administrator assess the overall level of risk of an International UFV Activity.	
242	Risk Management	Risk Management	The planned and systematic approach to the identification, evaluation, and control of risk to maximize opportunities and minimize losses	
237	International Travel Approval	Risk Register	A document that identifies specific risks that may arise during an International UFV Activity	
242	Risk Management	Risk Tolerance	The capacity to accept risk and identify the level of acceptable and unacceptable risk	
248	Hybrid Workplace Procedures	Role Profile	The configuration of a position	
237	International Travel	Scholarly activity	An activity undertaken in the pursuit of scholarship and/or research that is not organized and approved by UFV, such as sabbatical projects.	
237	International Travel Approval Procedures	Scholarly Activity	An activity undertaken in the pursuit of scholarship and/or research that is not organized and approved by UFV, such as sabbatical projects.	
143	Appointment, Promotion, Suspension, and Termination	Selection Advisory Committee (SAC)	is the group that makes recommendations on candidates for vacant positions to the dean or administrator that authorizes its work.	No :
217	Final Grade Appeal Procedure	Semester	A period of study lasting approximately four (4) months that usually commences in September, January or May.	
109	Grade Reporting	Semester	A period of study lasting approximately four (4) months that usually commences in September, January or May.	
101	Grading System	Semester grade point average	A numerical average of grades based on all UFV courses taken in a single semester.	
92	Undergraduate Continuance	Semester grade point average	A numerical average of grades on all UFV courses taken in a single semester at a particular level of study.	
209	Graduate Course and Program Approval Procedure	Senate Budget Committee (SBC)	Senate standing committee responsible for advising Senate on the university's annual budget, budgetary policies, guidelines, processes, and models (see SBC Terms of Reference).	
21	Undergraduate Course and Program Approval Procedures	Senate Budget Committee (SBC)	Senate standing committee responsible for advising Senate on the university's annual budget, budgetary policies, guidelines, processes, and models (see SBC Terms of Reference).	
217	Final Grade Appeal Procedure	Senate Governance Committee	This committee, designated by Senate, has responsibility for the creation of impartial tribunals to hear student appeals and for the determination of all procedures relating to the conduct of such tribunals.	
231	Voluntary Resignation	Senior Administrative Employees	Include all vice-presidents, associate vice-presidents and deans.	

14	Appropriate use of Information Technology Resources	Sensitive information	personal information (as defined in FIPPA) pertaining to students, staff, or other individuals (i.e., student records, educational records, staff employment files, etc.) and/or confidential information of or about UFV, its business, operations, programs or plans that is not generally known, used or available to the public.	
217	Final Grade Appeal Procedure	Session	A period of study lasting approximately two (2) months (half a semester).	
109	Grade Reporting	Session	A period of study lasting approximately two (2) months (half a semester).	
236	Prevention, Education and Response to Sexualized Violence	Sexualized Violence	The term Sexualized Violence is used in a broad sense, and can include any unwanted act, physical, written, verbal, or psychological, carried out through sexual means or by targeting a person's real or perceived sex, sexual orientation, gender identity or expression. It recognizes that there are many different forms of Sexualized Violence, and that gender exists along a continuum and people of all genders may experience Sexualized Violence. The term Sexualized Violence in this policy includes, but is not limited to: (a) sexual assault; (b) sexual exploitation; - sexual harassment; - promoting Sexualized Violence ; - stalking; - indecent exposure; - voyeurism; - distribution of an intimate image, within the meaning of the Intimate Images Protection Act, without the consent of the individual depicted in the image; - commit an act listed in sections (a) to (h); - an act listed in sections (a) to (h); or - to (h) that is committed through electronic devices or other means.	
229	Smoke-Free Campus Policy	Smoke Products	are any equipment used to smoke tobacco, cannabis, or any other substance, including, but not limited to: cigarettes, cigars, pipes, and e-cigarettes.	No : and use of ""
229	Smoke-Free Campus Policy	Smoke/Smoking	is defined as inhaling, exhaling, burning, vaping, or carrying lit Smoke Products (defined below).	No : and use of ""
207	Undergraduate Directed Studies, Special Topics & Independent Study Courses	Special topics	A course that permits individual sections to be taught on different related topics that are not covered in other UFV courses.	
86	Course Repeat	Special topics	A course that permits individual sections to be taught on different related topics that are not covered in other UFV courses. Each separate offering of a special topics course will be distinguished with an alphabetical identifier after the course number (e.g. BUS 307C, BUS 307D). Each iteration of a special topics course is considered a distinct course provided the letter designation differs.	No :

132	Use of University Space	Sponsored	an organization or individual has assumed financial responsibility for the costs associated with holding an event or booking space.	
234	Sponsorship	Sponsorship	a cash and/or in-kind fee payment wherein some benefit, usually advertising or other forms of promotion to a maximum value of the payment, is received in return by the sponsor.	
63	Course Load	Standard graduate course load	For graduate programs, the full course load is as defined by the program.	
70	Student Academic Misconduct	Standard of Proof	The allegation is more likely to be true than not true based on the findings of the investigation.	
63	Course Load	Standard undergraduate course load	15 credits per semester or, if credits are not assigned, as defined by the program (minimum 20 instructional hours per week).	
4	Art and Cultural Heritage Collections Management	Standards	Benchmarks established and agreed upon by the international museological community by which professional best practices can be measured.	
93	Accommodation of students with disabilities	Student	Includes an applicant for admission as well as a person who has been admitted and is eligible to register in courses at UFV.	
239	Death of a Student	Student	A person who has been enrolled in, is currently enrolled in, or is accepted for enrolment in at least one University course, for credit or non-credit at the undergraduate or graduate level, within one year of the date of the death.	
217	Final Grade Appeal Procedure	Student	Any person who was enrolled in a course(s) at the university during the teaching semester for which a final grade was assigned.	
217	Final Grade Appeals	Student	Any person who was enrolled in a credit course(s) at UFV for which a final grade was assigned.	
237	International Travel	Student	An individual who is registered at UFV as a full-time or part-time student and who is enrolled in a credit or non-credit course(s) or program.	
237	International Travel Approval Procedures	Student	An individual who is registered at UFV as a full-time or part-time student and who is enrolled in a credit or non-credit course(s) or program.	
236	Prevention, Education and Response to Sexualized Violence	Student	A person is currently enrolled in or is accepted for enrollment in at least one University course, credit or non-credit, or who was enrolled in at least one credit or noncredit course within one year of the date of the alleged conduct.	
204	Safe Student Learning Community	Student	A person who has been enrolled, is currently enrolled in, or is accepted for enrollment in at least one University course, credit or non-credit within one year of the date of the alleged conduct.	Tab
70	Student Academic Misconduct	Student	A person who has been enrolled in, is currently enrolled in, or is accepted for enrollment in at least one University course, for credit or non-credit at the undergraduate or graduate level	
132	Use of University Space	Student groups	the UFV Student Union Society and those official clubs, constituency societies, and subsidiary organizations that are a part of the SUS and Student Life.	
64	Credentials	Study Abroad student exchange	Study outside of UFV that takes place at a partner institution and is formally approved through the UFV Study Abroad process.	

94	Prior Learning Assessment and Recognition (PLAR)	Subject Matter Expert (SME)	A person who possesses the knowledge and expertise in a specific area or specialization, including Elders and Knowledge Keepers. The SME will be chosen by the Program Head or Dean based on knowledge, expertise and fit.	
98	Subsequent and concurrent Bachelor Degree	Subsequent degree	An additional bachelor degree obtained after completion of a bachelor degree.	
246	Public Interest Disclosure Policy	Supervisor	means: a) for employees, the employee's administrator, manager or supervisor, as applicable; b) for directors or officers, the Chair of the Board of Governors	Starts with "" and mean and has a ; at the end
143	Appointment, Promotion, Suspension, and Termination	Suspension	is a disciplinary penalty whereby an employee is temporarily restricted from working in their employment at the University, based on some form of misconduct.	No :
244	Sustainability Policy	Sustainability	is the process of living within the limits of available physical, natural, and social resources in ways that allow the living systems in which humans are embedded to thrive in perpetuity, and includes: i. Environmental Sustainability: when ecological integrity is maintained; all of	
143	Appointment, Promotion, Suspension, and Termination	Termination	is the ending of an individual's employment at UFV, either for cause or without cause.	No :
143	Appointment, Promotion, Suspension, and Termination	Terms and Conditions for Exempt Staff	are the approved guidelines related to employees of UFV who are exempt from membership in a bargaining unit by virtue of their job duties.	No :
246	Public Interest Disclosure	The terms used in these Procedures have		Table of contents
236	Prevention, Education and Response to Sexualized Violence	Third Party Reporting	Third party reporting occurs when someone other than the victim/survivor reports Sexualized Violence to the University. It allows victims who do not want to report the incident directly to ensure the University receives a report about the incident.	
236	Prevention, Education and Response to Sexualized Violence	Threat Assessment Team	A University group tasked with leading all investigations related to abusive, threatening, or violent behavior with the purpose of recommending case management strategies to provide for the safety and security of the UFV Community and UFV Property.	
232	Threat Assessment and Management	Threat Assessment Team (TAT)	A university group tasked with leading all investigations related to abusive, threatening, or violent behavior with the purpose of recommending case management strategies to provide for the safety and security of the UFV Community and UFV Property.	
55	Intellectual Property	Trademarks	are words, symbols or designs (or a combination of these), used to distinguish the wares or services of one person or organization from those of others in the marketplace;	No :
46	Instructional Responsibilities	Traditional (Face-to-face learning)	A course that is delivered in a classroom, studio, shop, or lab setting, requiring a student's presence on a campus. Some online access to the LMS may be required. The dates, days, and meeting times of classes will be clearly listed in the UFV Timetable and the course syllabus.	
94	Prior Learning Assessment and Recognition (PLAR)	Transfer credit	The granting of credit by one institution for courses or programs successfully completed at another institution or agency. Credit may be given in one of the following ways: • Assigned credit: Credit given for a specific UFV course when a course is recognized as	
107	Transfer Credit	Transfer credit	Credit given at UFV for studies successfully completed at other recognized institutions.	
222	Program Suspension and Discontinuance Procedures	Transition Plan	Plan outlining how the program will ensure student transition through the existing program or transition to a new credential.	
237	International Travel	Travellers	Employee and/or student travelling pursuant to this policy	

237	International Travel Approval Procedures	Travellers	Employee and/or Student travelling pursuant to this policy.	
101	Grading System	Truncated GPA	Numbers after two decimal points are omitted without rounding	Underlined
55	Intellectual Property	Types of intellectual property:		Nothing written
222	Program Suspension and Discontinuance Procedures	UEC	Undergraduate Education Committee	
229	Smoke-Free Campus Policy	UFV	means the University of the Fraser Valley.	No : and use of ""
237	International Travel	UFV activity	Any activity organized and approved by UFV, which may include: (a)An activity undertaken by a student as part of a credit or non-credit course, program of study, experiential learning opportunity, athletic activity, or research activity; or (b)An activity undertaken by an employee in relation to their employment at UFV, such as: • Organizing an activity that involves taking students or other employees with them; • Participating in a UFV organized and approved activity, such as a study tour; or • Acting as a formal UFV representative on a trip organized and approved by UFV.	
237	International Travel Approval Procedures	UFV Activity	Any activity organized and approved by UFV, which may include: (a) An activity undertaken by a Student as part of a credit or non-credit course, program of study, experiential learning opportunity, athletic activity, or research activity; or (b) An activity undertaken by an Employee in relation to their employment at UFV, such as: • Organizing an activity that involves accompanying Students or other Employees; • Participating in a UFV organized and approved activity, such as a study tour; or • Acting as a formal UFV representative on a trip organized and approved by UFV For the purpose of the international travel approval procedures, the following definitions apply:	
236	Prevention, Education and Response to Sexualized Violence	UFV Community	All Employees, Students, and any other person who is contractually obligated to comply with University policy.	
232	Threat Assessment and Management	UFV Community	Any individual engaged in any UFV activity, including but not limited to employees, contractors, applicants, students, and alumni.	
232	Threat Assessment and Management	UFV Property	Includes all UFV premises, whether rented or owned, and any off-campus sites related to a UFV activity	
94	Prior Learning Assessment and Recognition (PLAR)	Unassigned credit	Learning that does not equate to specific UFV courses but is considered worthy of credit towards a UFV program. Unassigned credit by PLAR may be recorded as credit within a particular UFV discipline or as general unassigned credit.	
107	Transfer Credit Procedures	Unassigned discipline credit	Awarded where the discipline is the same or similar to a UFV course but there is not direct course equivalency at any level.	
224	Academic Renewal	Undergraduate courses	Courses at the post-secondary level, indicated by course numbers from 100 – 599.	
21	Undergraduate Course and Program Approval	Undergraduate Education Committee (UEC)	A Senate standing committee that provides Senate with advice on all matters related to the undergraduate educational programs of the university, including policies, practices, and criteria for admission, evaluation, and promotion of undergraduate students.	

21	Undergraduate Course and Program Approval Procedures	Undergraduate Education Committee (UEC)	Senate standing committee responsible for advising Senate on all matters related to the undergraduate educational programs of the university, including policies, practices, and criteria for admission, evaluation, and promotion of undergraduate students (see UEC Terms of Reference).	
21	Undergraduate Course and Program Approval Procedures	Undergraduate Education Committee (UEC) Screening Subcommittee	UEC standing subcommittee responsible for reviewing all course and program proposals for clarity, completeness, and consistency with current academic policies and practices.	
80	Admission	Undergraduate level	Post-secondary education that is considered university or college level, up to and including the bachelor degree.	
64	Credentials	Undergraduate level	Post-secondary education at the university or college level up to and including the level of the bachelor degree.	
92	Undergraduate Continuance	Undergraduate level	Courses or programs considered university studies or college-level career, technical, or academic studies, up to and including completion of a bachelor degree.	
101	Grading System	Undergraduate level	Post-secondary education that is considered university or college level, up to and including the level of the bachelor degree.	
20	Approval of Graduands	Undergraduate level education	Post-secondary education at the university or college level up to and including the level of the bachelor degree.	
224	Academic Renewal	Undergraduate students	Students taking undergraduate courses.	
239	Death of a Student	Unit	Includes the University's faculties, departments, divisions, schools, programs, institutes, offices, libraries, and research centres.	
204	Safe Student Learning Community	University	University of the Fraser Valley or UFV.	Different definition
70	Student Academic Misconduct	University	University of the Fraser Valley	Different definition
204	Safe Student Learning Community	University Property	Includes all UFV premises, whether rented or owned, and any off-campus sites related to a UFV activity.	Tab
132	Use of University Space	University space	all real property to which the university has right of possession, whether by way of ownership, lease, or otherwise. Real property owned by the university but leased out to a	
18	Discrimination, Bullying and Harassment Prevention	University-Related Activity	Any activity directly related to or arising out of the operations of the university at any location. All activities on the university's campuses are university-related unless they are within the exclusive control of either separately incorporated organizations or an organization/group external to the university that does not fall within the definition of members of the university community.	
21	Undergraduate Course and Program Approval Procedures	Upper-level course	Third- or fourth-year course, generally numbered in the 300s and 400s.	
14	Appropriate use of Information Technology Resources	User(s)	All UFV students, staff, faculty, and any other individuals who use the IT Resources, whether that access is during normal working, teaching, or class hours, and whether the resources are accessed at the University's campuses or remotely.	

232	Threat Assessment and Management	Violence	Any act or attempted act of a physical nature that either causes or is intended to cause physical injury or damage, destruction, or loss of property.	
197	Adjunct Faculty, Research Associates and Visiting Scholars	Visiting Scholar	is normally an honorary, non-remunerated short term appointment made to an individual of distinction or special accomplishment who can enhance the university's profile through presentations to the university or in the community, and/or guest teaching.	No :
232	Threat Assessment and Management	Visitor	Any individual on any UFV campus who is not a member of the UFV Community.	
81	Course Withdrawal	Withdrawal	Official de-registration from a course through the Office of the Registrar or the online registration system.	
81	Course Withdrawal	Withdrawal deadline	The final date to withdraw from a course.	
222	Program Suspension and Discontinuance Procedures	Work Plan	How the suspension time will be used to address to reasons for suspension.	
246	Public Interest Disclosure Policy	Wrongdoing	has the meaning described above under the heading "Scope".	Starts with "" and mean and has a ; at the end
95	Order of Registration	Year of Study	A year of study is normally considered 30 credits, including transfer, completed and enrolled courses. Therefore, first year is 0 - 30 credits, second year is 31 – 60 credits, third year is 61 – 90 credits and fourth year is 91 credits and above.	