

<b>Policy Name:</b>	Community Partnerships Policy		
<b>Policy No:</b>	7.2	<b>Approval Authority:</b>	Senior Management Team
<b>Volume</b>	7, Office of University Relations	<b>Responsible Party:</b>	Vice-President Academic and Research; Associate Vice-President University Relations
<b>Chapter</b>	2, Community Partnerships Policy	<b>Responsible Office:</b>	Office of University Relations
<b>Originally issued:</b>	June 2014	<b>Revisions:</b>	October 2015

### Policy Statement

The Community Partnerships Policy provides direction for the establishment and management of community partnerships for education and research.

### Reason for Policy

NSCAD University produces creative and critical thinkers by stepping outside the classroom and into the community. NSCAD seeks to build strong relationships with external stakeholders to benefit student education, community support and engagement. Community Partnerships support the Strategic Framework for NSCAD University.

### Policy Applies to

- All units of the University

### Who Should Read this Policy

- All members of the University community

### Contacts

Vice-President Academic and Research

Associate Vice-President, University Relations

Coordinator, Community Service Learning and Outreach

### Definitions

#### Internship:

A 3- or 6-credit course approved by a NSCAD Faculty Advisor and NSCAD Division Chair, and signed off by Office of Academic Affairs and Research

#### MOU:

Memorandum of Understanding

<b>Practicum:</b>	A 3-, 6- or 9-credit course for Design students approved by the NSCAD Design Division Chair, and signed off by Office of Academic Affairs and Research
<b>Community Studio Residency:</b>	NSCAD Alumni residencies in various provincial communities with municipal funding support.
<b>Community Service Learning:</b>	Community service learning integrates CSL principles into the NSCAD curriculum while promoting partnerships between the community and the university.

## The Policy

1. Community partnership programs
  - 1.1. NSCAD University's Community Studio Residency program offers recent NSCAD University graduates the opportunity to develop their practice through donated studio space in a residency site within Nova Scotia. As part of the program, our residents work with community members and students to increase interest in the visual arts.
  - 1.2. TD Bank Financial Group supported the establishment of the new NSCAD-TD Centre for Community Service Learning. The Centre, the first of its kind among visual arts universities in Canada, will integrate community service learning (CSL) principles into the NSCAD curriculum while promoting partnerships between the community and the university.
  - 1.3. A Memorandum of Understanding has been developed for each existing residency program in Lunenburg, New Glasgow and Sydney. The MOUs must be reviewed and renewed every three years.
2. All new partnerships under the Community Studio Residency programs must be governed by new MOUs approved by Senior Management.
  - 2.1. The MOU must explicitly outline the responsibilities of the residents, expected hours of community teaching and support, and financial obligations of both parties.
  - 2.2. Promotional material must include the NSCAD Logo, the town or host logo, and the TD Centre for Community Service Learning.
  - 2.3. All promotional material must be approved by the Office of University Relations as per the Use of Institutional Name and Logos Policy.
3. NSCAD University offers internship and practicum opportunities with a wide variety of non-profits and businesses. These internship and practicum placements provide an opportunity for NSCAD students to integrate their art practice with work experience in their field of study. Although unpaid, these internships are undertaken for credit. Currently internships and practica are managed by the Coordinator of Community Service and Outreach in conjunction with the Office of Student Services and the Registrar's approval.

4. Internships are registered in one of the following courses ARTS 3250 (6 credits) or ARTS 3450 (6 credits) FILM 3413 (3 credits) or FILM 3416 (6 credits) or FILM 4100 (3 credits), AHIS 4600 (3 credits). Current students can register their Design practicum in one of the following courses: DSGN 4033 (3 credits) or DSGN 4036 (6 credits) or DSGN 4039 (9 credits).
5. Compliance
  - 5.1. Failure to comply with this policy may result in disciplinary action, up to and including termination, in accordance with the relevant collective agreement or employment guidelines. NSCAD also retains the right to pursue any action, including criminal prosecution and civil remedies, when misuse of its information or resources is suspected either during the course of employment or after the termination of employment.
  - 5.2. This policy is intended to be complementary to other policies and collective agreements governing the conduct of faculty and staff. In situations where this policy may be in conflict with Collective Agreements, the Collective Agreements shall prevail

## **Forms and Tools**

### **Use of Institutional Name and Logos Policy**

[http://nscad.ca/site-nscad/media/nscad/UR\\_InstitutionalNameLogosPolicy.pdf](http://nscad.ca/site-nscad/media/nscad/UR_InstitutionalNameLogosPolicy.pdf)

**Community Partnerships Policy** [http://nscad.ca/site-nscad/media/nscad/UR\\_CommunityPartner.pdf](http://nscad.ca/site-nscad/media/nscad/UR_CommunityPartner.pdf)