

## **Resolution Number 12**

of the Signing Committee of the Board of Governors of The University of British Columbia

### **UBC LIBRARY**

RESOLVED THAT:

1. In this resolution, a "**Library Agreement**" means:
  - (a) A commitment or agreement for the acquisition and/or management of any form of content for the UBC Library's collections, or for services directly related to the management of the content of the UBC Library's collections; and
  - (b) a digitization funding agreement, whereby the University provides financial support to public or private institutions and agencies, including First Nations, Métis, Inuit and Aboriginal organizations, in British Columbia to digitize and preserve unique historical materials and post such materials online for access by members of the community, provided that:
    - (i) the digitization funding agreement does not substantially deviate from the standard form of agreement developed by the Office of the University Counsel; and
    - (ii) the value of the digitization funding agreement does not exceed CDN \$25,000.
2. A Library Agreement with a value not exceeding, in aggregate, CDN \$500,000, is duly executed by the University when executed:

by **both** of the following persons:

University Librarian; and  
Director, Finance and Facilities.
3. A Library Agreement with a value not exceeding, in aggregate, CDN \$100,000, is duly executed by the University when executed by:

**Any one** of the following persons:

Chief Librarian, UBC Okanagan;  
Deputy University Librarian;  
Associate University Librarian;  
Director, Irving K. Barber Learning Centre; or  
Director, Human Resources,

Together with **any one** of:

University Librarian; or  
Director, Finance and Facilities.

4. A Library Agreement with a value not exceeding, in aggregate, CDN \$10,000 is duly executed by the University when executed by:

**Any one of:**

the signatories named above,

provided that the University Librarian may delegate his/her authority under this Section 4 to up two (2) individuals per library location, provided that:

- the delegation is made in writing, in the form approved of by the University Counsel from time to time;
- the delegation is limited to Library Agreements in respect of the location at which the individual is employed;
- the delegation is valid for one year only, and may be re-issued annually by the University Librarian, in writing, in the form approved of by the University Counsel from time to time;
- a documentation in respect of each delegation shall be retained by:
  - the University Librarian (one copy); and
  - the individual receiving the delegation (one copy);

and the University Librarian shall provide the Office of the University Counsel with the original for safekeeping; and

- no delegation is valid until the duly signed delegation form is delivered to the Office of the University Counsel.

5. Notwithstanding the foregoing, the authorizations set out in paragraphs 1 through 4 above will not extend to:

- (c) any commitment or agreement that is precedent setting or involves sensitive issues; or
- (d) any commitment or agreement that a member of the Board of Governors requests be brought before the Board of Governors for approval.

6. Notwithstanding the foregoing, if any Library Agreement contains an indemnity given by the University in favour of another party(ies), each University signatory to that Library Agreement must ensure that the indemnity has been approved in accordance with the University's current indemnity approval process prior to signing the agreement. For information about the indemnity approval process, contact the Office of the University Counsel.

7. For greater certainty, a person who is holding one of the above-noted positions on an acting or *pro tem* basis has the full signing authorization granted to such above-noted position, unless otherwise instructed.
8. Notwithstanding the foregoing, if any agreement requires the prior consent of one or more government ministers under the *University Act*, each University signatory to that agreement must ensure that such approval has been obtained prior to signing the agreement. The signatories, or the signatories' designate, shall report the ministerial approval and the execution of the agreement to the UBC Board of Governors at their next regularly scheduled board meeting.
9. A copy of all commitments and agreements executed under this resolution shall be maintained by the office of the University Librarian.

Signed at Vancouver this 2nd day of February, 2022.



Chair of the Board



President