

Office of the Provost and
Senior Vice Chancellor
for Academic Affairs

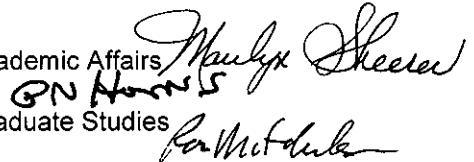
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MEMORANDUM

TO: ECU Faculty

FROM: Marilyn Sheerer, Provost and Senior Vice Chancellor for Academic Affairs
Phyllis Horns, Vice Chancellor for Health Sciences
Ronald L. Mitchelson, Vice Chancellor for Research and Graduate Studies



DATE: December 3, 2012

RE: University Bilateral Agreement Committee (UBAC)

Pursuant to East Carolina University REG02.07.04 (Approval and Review of Bilateral Agreements), the University Bilateral Agreement Committee (UBAC) was formed in June 2012. Bilateral agreements are developed by ECU departments/schools and colleges with other colleges or universities. The purpose of the UBAC is to approve and periodically review bilateral agreements that allow the transfer of academic credit for prospective East Carolina University (ECU) students.

The UBAC has developed documents and processes, which "institutionalize" the review process for ECU agreements proposed by programs and departments of the university. An approval and review procedure was adopted by the health sciences' division several years ago (2007). Beginning in November 2012, the UBAC commenced the review of the university's existing bilateral agreements that involve academic credit for students. Departments were contacted and scheduled to discuss these agreements with the committee. Subsequent to the discussions, each department received a report and recommendations from the UBAC, which are to be satisfied before the next review of their agreement(s).

All current and future bilateral agreements are expected to comply with stipulations in REG02.07.04. The procedural documents and process steps are prominently displayed on the committee's web page (<http://www.ecu.edu/ubac>).