

Sauder School of Business fonds

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Revised by Erwin Wodarczak (2012)

***** Institutional records -- researcher access subject to review *****

University of British Columbia Archives



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 - Drafts
 - Final Reports
 - Initial Proposal and Future Involvement in KIBT
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Fonds Description

Sauder School of Business Fonds. – 1957-2004.

1.26 meters of textual material.

Administrative History

Initial attempts to establish a commerce undergraduate degree program began in 1916 with the impetus coming from the Vancouver Board of Trade. Shortage of funds temporarily delayed the implementation of the suggested program but continued interest resulted in the introduction of five courses in 1929. In September 1939, Ellis Morrow became head of a separate Department of Commerce within the Faculty of Arts and Science. Under Morrow's direction, the department grew and in 1950, its status was changed to a school under the direction of MacPhee. Six years later, the Senate and Board of Governors approved the establishment of the Faculty of Commerce and Business Administration. UBC started helping to establish overseas business schools in 1958, starting in Malaysia, founded in 1961, and Singapore, founded in 1962. A partnership with Antai college of Economics and Management at Shanghai's Jiao Tong University was established in 2001.

The school's name was changed to Sauder School of Business in 2003 after the largest single private donation to a business school in Canada by William L. Sauder. The graduate school was named Robert H. Lee Graduate School at the Sauder School of Business in 2006 after a donation by Robert H. Lee.

Scope and Content

Fonds consist of correspondence (internal and external), minutes, reports, publications, curricula and drafts. It is arranged in the following series: UBC Consultancy Project – Kuwait Institute of Business and Technology, and Publications.

Notes

Fonds consist of institutional records – access requests must be reviewed by the University's FOIPOP Coordinator.

File list available.

Further accruals are expected

Series Descriptions

UBC Consultancy Project – Kuwait Institute for Business and Technology. – 2002-2004.
90 cm.

Series consists of correspondence (internal and external), minutes, drafts, curricula and reports. It is arranged in the following sub-series: Office Materials, Drafts, Final Reports and Initial Proposal and Future Involvement in KIBT. Titles based on contents of series and original titles.

Note: Kuwait Institute for Business and Technology abbreviated to KIBT.

Office Materials. – 2002-2004.
20.5 cm of textual materials.

This sub-series consists of minutes and correspondence regarding the operation of the consultancy project.

Drafts. – 2002-2004.
38 cm of textual materials.

This sub-series consists of drafts and feedback regarding the preliminary and final reports sent to the government of Kuwait.

Final Reports. – 2002-2004.
18 cm of textual materials.

This sub-series consists of 18 coil-bound reports, 1 unbound report and a separate table of contents.

Initial Proposal and Future Involvement in KIBT. – 2002-2004.
13.5 cm of textual materials.

This sub-series consists of correspondence, minutes and notes regarding the start of the project, and notes and research regarding why they did not continue consulting the school after the final report.

Publications series. – 1957-2003.
36 cm.

Series consists of materials published by the Faculty of Commerce and Business Administration / Sauder School of Business and the Commerce Undergraduate Society,

and includes yearbooks, faculty and student rosters, journals/periodicals, and programme brochures.

File List

BOX 1

UBC CONSULTANCY PROJECT – KIBT SERIES

Office Materials

- 1-1 Library Materials
- 1-2 UBC Project Team Lists
- 1-3 Kuwait Post-Secondary Education Promotional Material
- 1-4 Library Materials: World Bank Education Expenditure Analysis Study the State of Kuwait
- 1-5 Entry Points for KIBT
- 1-6 Materials for May 2004 Visit
- 1-7 Promotional Materials Kuwait College of Business Administration
- 1-8 For CD Covers
- 1-9 Final Report Production Quantities
- 1-10 May 2004 Meeting Set-Up Correspondence and Notes
- 1-11 KIBT Wrap-Up Reception
- 1-12 Kuwait Office Information
- 1-13 Minister of Education Visit May 2003
- 1-14 Visit, May 27, 2003 Minister of Education & Higher Education, Kuwait
- 1-15 Correspondence and Planning for Minister's Visit
- 1-16 Correspondence and Planning for Minister's Visit
- 1-17 January 2004 Distribution Cover Letters
- 1-18 Final Report – January 2004 Shipping Documents
- 1-19 Research Presentation February 2003
- 1-20 Kuwait 'Thank You' Letters November 2003
- 1-21 Kuwait Information Office – Education Statistics on Kuwait
- 1-22 Accreditation Criteria for Business and Engineering Schools Worldwide
- 1-23 Overheads
- 1-24 Exemplar 'Thank You' Letters November, 2002
- 1-25 Exemplar Report March, 2003
- 1-26 All Team Meeting April 16, 2003
- 1-27 ESC [Executive Steering Committee] Meeting, May 5, 2003
- 1-28 Curriculum Meeting May 7, 2003
- 1-29 Curriculum Meeting August 13, 2003
- 1-30 Inner Circle Meeting August 14, 2003
- 1-31 Executive Steering Committee August 25, 2003

- 1-32 Inner Circle Meeting, August 25, 2003
- 1-33 Curriculum Meeting August 27, 2003
- 1-34 Integrative Projects Meeting September 2, 2003
- 1-35 Inner-Outer Circle Meeting September 4, 2003
- 1-36 Management Committee Meeting October 2, 2003
- 1-37 Research Meeting, November 5, 2003

BOX 2

- 2-1 Letter from Dr. Musaed Al-Haroun July 2003
- 2-2 Curriculum Structure (Ruby)
- 2-3 Report Production
- 2-4 Permissions for use of Cover Photo
- 2-5 Large Bulletin Board Display
- 2-6 Office: Final Expense Report

Drafts

- 2-7 Kuwait formal feedback Feb 2003 Report 1
- 2-8 July 2003 Report Draft 2.0
- 2-9 Draft July 2003 Report 2 Feedback
- 2-10 Kuwait Meetings @ UBC Feb 2003
- 2-11 Kuwait Board Estimates
- 2-12 Draft December (November) 2003 Report 3 Feedback
- 2-13 Contacts - external Interest in KIBT
- 2-14 Kuwait Students at UBC 2003/2004
- 2-15 Final Vision "Revision" May 2003
- 2-16 Inner-Outer Circle June 12, 2003
- 2-17 All team Meeting April 16, 2003
- 2-18 IC MTG Apr 3
- 2-19 KIBT Graduate Competencies
- 2-20 Lead's Meetings
- 2-21 Curriculum
- 2-22 Timeline Draft
- 2-23 Bulletin Board Display
- 2-24 Kuwait Trip October 24-31, 2002
- 2-25 Kuwait Meehy Summaries
- 2-26 Changes to KIBT Information
- 2-27 Summary of deliverable Correspondence
- 2-28 KIBT Report Production Timeline

- 2-29 Exemplar Visit Highlights and Observations
- 2-30 UBC Exemplar Visit Appendices
- 2-31 Background Working Docs. February 2003
- 2-32 February Report Letters – Kuwait
- 2-33 Comments, Preliminary Report Version 1.2
- 2-34 Vision Report Final May 2003
- 2-35 Vision Report - May 2003 Shipping Documents
- 2-36 Vision Cover Pages
- 2-37 UBC Invoice #2 May 2003
- 2-38 June 2003 Guidelines
- 2-39 July Report Draft 1.0 – May 15, 2003
- 2-40 July Report Draft 2.0 – May 30, 2003

BOX 3

- 3-1 July Report Draft 2.0 Consolidated Feedback (June 10)
- 3-2 July Report Shipping Documents
- 3-3 July Report KIBT Executive Board Preliminary Comments
- 3-4 UBC Invoice #3 Cover Letter
- 3-5 December 2003 Report Volume 1 Part 1 Draft 1.0
- 3-6 December 2003 Report Volume 1 Part 2 Draft 1.0
- 3-7 Main Report Vols. 2 November 19, 2003 Draft 1.0
- 3-8 Curriculum Models
- 3-9 January 24, 2003 Feedback Part 1
- 3-10 January 24 Feedback Part 2
- 3-11 February: V1.2 Distribution – Feb 7/ 2003
- 3-12 February: V1.1 Distribution – Jan 24/2003
- 3-13 Outlines (Nov 2002)
- 3-14 Learning Modules Corrections Pending
- 3-15 Curriculum Drafts
- 3-16 Learning Module Updates October 30
- 3-17 October 9 Old Learning Modules
- 3-18 Learning Modules
- 3-19 Learning Modules to Dave and Don Oct. 30
- 3-20 KIBT Learning Catalogue Draft. - Volume 1

BOX 4

- 4-1 KIBT Learning Catalogue Draft Volume 2
- 4-2 UBC in Kuwait Summary of Meeting January 8, 2003. - Draft

- 4-3 August 2002 Report Project Summary and Details on Specific Tasks
- 4-4 Draft Feb 2003 (Report 1) Feedback
- 4-5 Changes to Do
- 4-6 Partnership August 25 IC
- 4-7 Old Partnership
- 4-8 Invoices
- 4-9 Budget
- 4-10 Sign
- 4-11 Open House February 5/2003
- 4-12 Shipment Doc's. - February 2003

Initial Proposal And Future Involvement In Kibt

- 4-13 Old Risk
- 4-14 Vision - Richard Littlemore
- 4-15 UBC Proposal - Copy & Outline
- 4-16 Kuwait R.F.P. [Response From Proposal] and Letter from Dr. Piper, and UBC Response
- 4-17 KIBT Contract - Letter of Agreement
- 4-18 KIBT – FMIS Summary
- 4-19 Travel Reimbursement - General
- 4-20 External Proposal Background Dean's mtg.
- 4-21 Research. – Secondary Schools in Kuwait
- 4-22 Student Recruitment
- 4-23 Research. – Arab State Universities
- 4-24 The American University in Cairo
- 4-25 Future Involvement
- 4-26 Sep. 2003 Welcome
- 4-27 Kuwait Visit – Feb 10-12/2003 Welcome
- 4-28 February 10-13 A Bishara Visit
- 4-29 Kuwait Agenda Oct. 24-31

BOX 5

- 5-1 Notes and Information from Fact Finding Trip to Kuwait October 2002
- 5-2 Research
- 5-3 KIBT Meeting Documentation – October 26 to 30, 2002
- 5-4 Proposal Part 1
- 5-5 Proposal Part 2
- 5-6 Kuwait-UBC Office Sign

5-7 Contents and Distribution List Final Consultancy Report January 2004

BOX 6

Final Reports

- 6-1 Contents and Distribution List, January 2004
- 6-2 Main Report – Volume One, January 2004
- 6-3 Main Report – Volume Two, January 2004
- 6-4 A Culture of Excellence for KIBT, January 2004
- 6-5 Executive Overview, January 2004
- 6-6 High Level Implementation Plan, January 2004
- 6-7 Background Working Papers, January 2004
- 6-8 Exemplar University Findings, January 2004
- 6-9 Library and Digital Resources, January 2004
- 6-10 Metaskills, January 2004
- 6-11 Teaching Methodologies, January 2004
- 6-12 Digital Campus, January 2004
- 6-13 Illustrative Learning Modules Part 1, January 2004
- 6-14 Illustrative Learning Modules Part 2, January 2004
- 6-15 Illustrative Learning Modules Part 3, January 2004
- 6-16 International Degree Programs: Integrating Business and Technology, February 2003
- 6-17 Preliminary Consultancy Report, February 2003
- 6-18 Preliminary Consultancy Report, July 2003
- 6-19 Final Consultancy Report, Main Report Volume One, December 2003
- 6-20 Final Consultancy Report, Main Report Volume Two, December 2003

BOX 7

PUBLICATIONS SERIES

“Business Review” – Commerce Undergraduate Society

7-1/10 1972, 1975, 1977, 1978, 1979, 1980, 1982, 1983, 1984, 1985

“Viewpoints”

- 7-11 Spring 2000 – Vol. 18, No. 2
Winter 2001 – Vol. 19, No. 2

Rosters

- 7-12 Faculty Roster 2000, 2005
- 7-13 MBA Student Roster 2003-2004, 2005, 2006
- 7-14 Part-Time MBA Roster – 2006, 2005 & 2004
Part-Time MBA Roster – 2007, 2006 & 2005
- 7-15 Master of Management 2006 Student Roster
- 7-16 Ph.D. Program Student Roster 2002-2003
- 7-17 Masters’ Programs Student Roster 2001

Graduates

- 7-18 Master of Business Administration 1976
- 7-19 Bachelor of Commerce Graduates 1976, 1977, 1980

BOX 8

- 8-1 MBA/MSc 1982, 1985
- 8-2 Bachelor of Commerce – Graduates 1996, 1997
- 8-3 Masters’ Programs – Graduates 1996

Yearbooks

- 8-4 “Ledger” 1957
- 8-5 “Ledger” 1958
- 8-6 “Ledger” 1959
- 8-7 “Ledger” 1960
- 8-8 “Ledger” 1961
- 8-9 1990
- 8-10 “Let’s talk business...” 1991
- 8-11 “The new generation” 1992

BOX 9

- 9-1 2000

- 9-2 2003
- 9-3 2004

Brochures

- 9-4 Research 1990-1992, 1999-2000
- 9-5 [MBA program] [ca. 2000]
- 9-6 The Future of Management Thinking 2000-2002
- 9-7 Executive Education 2001-2002
- 9-8 The PhD Program [n.d.]
- 9-9 [Asia-Pacific programmes] [n.d.]
- 9-10 Commerce Career Centre [n.d.]
- 9-11 [Miscellaneous] 1999-2003