



PROGRAM QUALITY ASSURANCE POLICY

Approved by: Academic Coordinating Committee

Authorizer: Vice President, Academic Administration

Reference Code: PSQA19 V4

Effective Date: 8/26/2009

POLICY STATEMENT:

All Conestoga programs will be subject to regular and continual quality assurance processes and mechanisms. In particular, program delivery methods are to be validated and reviewed against a framework of quality pedagogical practices.

Quality assurance in the delivery of academic programs is attributable to ongoing processes that result in continual improvements. These improvements result from the evaluation of evidence arising from processes which have been documented in accordance with the institutional quality policies that are approved by the Board of Governors.

SCOPE:

This policy applies to all Conestoga programs.

DEFINITIONS:

Academic Coordinating Committee (ACC):

This senior academic committee provides a forum for academic planning and operations within the framework of the strategic plan and other goals and initiatives identified by the college's Board of Governors and senior management team. The committee is responsible for considering academic planning and operations in the context of overall college and academic quality. The committee also provides necessary interface with other college committees, departments and offices.

Advisory Committee on Academic and Student Affairs (ACASA):

This sub-committee of the Board of Governors has responsibility for examining and discussing all program proposals approved by ACC, making recommendations to the Board of Governors, and receiving information and updates on key initiatives within Conestoga that affect the quality of academic operations.

Board of Governors (BOG):

The Board of Governors has responsibility for establishing the overall goals, objectives and strategic directions of Conestoga. The BOG ensures that the college operates efficiently and effectively and is developing in ways that are consistent with the stated goals, objectives and strategic direction.

Learning Outcomes:

Learning outcomes represent culminating demonstrations of learning and achievement. They are interrelated and, as a result, should be viewed as a comprehensive whole rather than in isolation. Learning outcomes describe performances that demonstrate that significant integrated learning by graduates of the program has been achieved and verified. – Ministry, “Published College Program Standards.” Learning outcomes can also be referred to as graduate attributes, i.e., the knowledge, values and skills possessed and demonstrated by graduates.

Program:

A program is a planned and coordinated selection of courses delivered to an identified student body, at the successful conclusion of which an appropriate credential will be awarded.

POLICY ELABORATION:

Each post-secondary program will ensure that quality assurance mechanisms are in place to ensure adherence to best practices in program delivery.

The college will conduct periodic reviews of programs in accordance with defined program review and renewal procedures. Programs will adhere to maximum time limits to correspond to Ministry and quality assurance regulations and consent expiry dates, where applicable.

Formal mechanisms of quality assurance are to be targeted to the following concerns:

- Learning outcomes
- Curricular improvements
- Teaching and learning improvements
- Overall delivery of programs and other services
- Expertise and sufficient resources to support delivery
- External certification, registration, or licensing
- Program advertising
- Specified requirements of relevant quality assurance/ accreditation bodies.

REFERENCES:

Program Review Procedure

Program Development Procedure

Conestoga Organizational Chart

PEQAB Handbook(s)

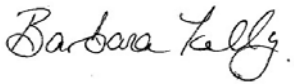
Ministry Binding Directive – Framework for Programs of Instruction

REVISION LOG:

5/12/2009	Policies and Procedures Committee – Approved
8/10/2009	Degree Management Committee – Approved
8/26/2009	Academic Coordinating Committee – Approved
8/30/2016	Policies and Procedures committee – Approved
9/21/2016	Academic Coordinating Committee – Approved
11/9/2016	Academic Forum - Approved

REVIEW LOG:

As Policy Owners, we certify that the **Program Quality Assurance Policy** is appropriate and provides an up-to-date framework in which decisions can be made and implemented.



Barbara Kelly, Executive Dean
Academic Administration

September 20, 2012

Date