COLLEGE POLICY

Policy No. & Title:	**A-201 Academic Quality Assurance**
Policy Sponsor:	Vice-President, Academic
Reference Cmtee:	Policy & Procedure Committee
Effective:	2023-07-01
Next Review:	2027-01-29

Purpose

The College is committed to implementing a comprehensive Academic Quality Assurance System (AQAS) to ensure the continuous quality, relevance, and currency of all our programs of instruction. Our commitment to academic quality assurance is rooted in, and guided by, our vision which has at its core a passion for excellence.

While our regulatory bodies have not imposed a binding policy directive to the Career College sector as it relates to academic quality assurance, this policy is established to ensure that all programs offered by the College meet and exceed all standards for academic quality and relevance based on provincial/professional standards and international validated criteria and best practice so that our offerings are worthy of public confidence.

Scope

This policy applies to all College programs, students, employees, delivery partners, affiliates, volunteers, and contractors.

Definitions

Program of Instruction: a block(s) of related courses (when completed) leading to a diploma, certificate, or other College credential.

Quality Assurance*:* the mechanism or procedures used to assure or measure the level or existence of quality.[1]

Ontario College Quality Assurance Service (OCQAS): an independent oversight and governance body established in 2005 focused on providing quality assurance at the program level and the institutional level.[2]

[1] OCQAS. (2019, May 30) "College Quality Assurance Audit Process (CQAAP) Guidelines and Framework" pg. 3
[2] OCQAS (2015, July). "Ontario Colleges Moving to Accreditation" pg. 1

POLICY

1) The College shall ensure quality assurance practices are consistent with international best practices.
2) The College shall ensure quality assurance processes conform to provincial standards set by the Ontario College Quality Assurance Service (OCQAS) although our College (being a Career College) is not mandated to implement such an academic quality framework.
3) The College shall ensure quality assurance processes are aligned with the strategic/business plans of the College.
4) The College shall conduct effective, efficient, systematic, and cyclical program reviews.
5) Where applicable, program reviews shall be scheduled to coincide with a program's external review and accreditation schedule based on the external accrediting bodies, and in accordance with the requirements of those organizations.
6) Where applicable, College programs shall acquire external accreditation and approval by the respective regulatory authorities.
7) The quality assurance system shall follow a continuous improvement cycle.
8) The College shall track and monitor recommendations and actions arising out of evaluation exercises.
9) The College shall approach program evaluation taking into consideration both self-reflection and external reference.
10) The College shall seek and welcome the guidance of industry, sector professionals and employers to ensure our programs remain relevant and responsive to employer requirements through advice attained from our Program Advisory Committees (PACs) in keeping with Policy, A-205 Program Advisory Committees.
11) The College shall acquire fair, timely and consistent feedback from our students, graduates, faculty, and other external stakeholders as it relates to the quality of student assessment and program delivery.
12) The College shall monitor, and review programs offered in partnership and ensure communication and advertising materials are clear and informative in keeping with Policy E-201 Partnership Agreements.
13) The College shall implement a clearly documented, evidence-based process that identifies strengths, weaknesses, recommends improvements, and facilitates positive change as captured in our cyclical program review reports.
14) To the extent possible, the College shall provide support for the implementation of recommendations, improvement initiatives and corrective actions arising out of evaluation exercises, where appropriate.
15) The College program/institutional evaluation exercises, where necessary, will be designed in compliance with the *Accessibility for Ontarians with Disabilities Act (AODA)*, the *Nova Scotia Accessibility Act, 2017 (Bill 59),* the *New Brunswick Human Rights Act, 2011 (Chapter 171),* and t*he Accessible Canada Act, 2019 (Bill C-81)*.
16) The College must have a documented process for the creation, revision, approval and implementation of all College policies and procedures in accordance with Policy, E-101 College Policy Creation.

Related Policies
E-101 College Policy Creation
E-201 Partnership Agreements Policy
A-205 Program Advisory Committees

Supporting Documents/Forms
Program Review Handbook
New Program Development Handbook
A-201p Academic Quality Assurance – Procedure
The Accessibility for Ontarians with Disabilities Act (AODA)
The Nova Scotia Accessibility Act*, 2017 (Bill 59)*
The New Brunswick Human Rights Act, 2011 (Chapter 171)
*T*he Accessible Canada Act, 2019 (Bill C-81).