

Subject:	Governance Submission Timelines 23-24
Submitted to:	Education & Students Committee
Meeting Date:	October 17, 2023
Request:	For information.
From:	James Heth, Registrar

Summary

1. Governance submission timelines for 23-24 are attached for review and information.

Governance Submission Timelines: 2023-24

Submit before March 2024 for Implementation August 2024 (inclusion in May 2024 Academic Calendar)	Submit before October 2024 for Implementation January 2025	Submit before March 2024 for Implementation August 2025
<p>Programs</p> <ul style="list-style-type: none"> Admission requirements (all) for Fall 2025 (published in the 2024/25 viewbook and calendar) Program outcomes (when necessary) Assessment, promotion and graduation requirements Courses of study Program credits Program hours Student conduct <p>Course</p> <ul style="list-style-type: none"> Course hours Course credits Course code Course number Course title Course description Pre-requisites Co-requisites Anti-requisites Mode of delivery Learning outcomes Assessments 	<p>Programs</p> <ul style="list-style-type: none"> Emergency, situation-based program policy changes that are unable to wait until the next Fall (eg. safety, regulatory body requirement) <p>Course</p> <ul style="list-style-type: none"> Course description Learning outcomes Assessments 	<p>Program</p> <ul style="list-style-type: none"> New programs* Program outcomes (preferred timeline only for student transparency during recruitment) <p>*New programs seeking approval in principle can support admissions and recruitment by including initial admission requirements in the proposal. This will allow publications to include “coming soon” or “pending approval” language and support students in preparing for entering the program.</p>

Exceptions

- Government request (e.g., Practical Nurse)
- Emergent government funding opportunity that is agreed by the Dean and Vice-President, Education & Students to be over and above the costs (financial and public relation) associated with emergency, fast-tracked programming and program administration.
- Professional body requirement (e.g., ITA, BCCN&M)