Information about Changes implemented in the 2019/2020 Manuals

Context
Consistent with its Internal Quality Assurance Policy, the Board’s Manuals are updated annually. The Handbooks and the two sets of Submission Guidelines (new and renewal) were combined into one document – a PEQAB Manual – in 2018. Leading up to the publication of the Manuals, the PEQAB Secretariat had engaged in a full review of all PEQAB Standards and Benchmarks. In addition, the Board approved an Expedited Renewal Process for College Degree Programs and the accompanying Manual in January 2018. Due to the extensive review of the PEQAB Standards and Benchmarks, this year’s updates are minor.

Information about Recent Changes
The following are Board-approved changes to its Manuals from November 2019 until current.

Changes approved by the Board to the Manuals:
• Editing a footnote under the Faculty Qualifications section of the Capacity to Deliver Standard allowing for less rigidity around permitting exceptions to the criteria requiring faculty have one degree above that being taught. (March 2019)
• Establishing principles for
  - greater consistency in determining under what circumstances the Board would recommend conditions of consent
  - incorporating --as part of the recommendation to the minister-- a list of significant commitments made by the institution. (July 2019)
• Updating the Criteria for External Expert Reviewer Panel members and introducing suggested criteria for Program Evaluation Committee members recruited by colleges in the context of expedited renewals. (October 2019)
• Clarifying PEQAB’s requirements on the submission of course schedules and associated faculty assignments (October 2019) which includes
  - an addition to Section 3.1 of the Manual: Integrity of the Process: College’s Obligations providing a general explanation of PEQAB’s expectations around the submission of course schedules
  - a revision to the 3.1 Program Content Standard: Documentation Commonly Submitted to provide a specific explanation of expectations around the submission of course schedules
  - a revision to Section 9.2 Sample Course Schedules. This includes a cross reference to 3.1, provides a similar footnote as in the Program Content section and provides specific examples.

Editorial Changes include
• More detail on how public comments are addressed
• Clarification on the detail and reporting required pertaining to application/enrollment data (in the Documentation Commonly Submitted section of the Admission, Promotion and Graduation Standard)
• A change to the PEQAB address and to the Ministry name from Ministry of Training, Colleges and Universities of Ministry to Colleges and Universities.