



PROCEDURES

Policy Name	Periodic Review of Degree Programs		
Policy #	509	Category	Academic Programming
Policy Sponsor	Associate Vice-President, Learning and Teaching	Previous Revision Date	January 6, 2016
Policy Approved by	President & CEO	Revision Date	June 2024
Procedures Approved by	Provost and Vice-President, Academic	Review Date	June 2029

See the related [POLICY](#)

DEFINITIONS

Degree: A credential program designed to provide advanced skills and knowledge at the baccalaureate level. In addition to the applied learning focus, which is a hallmark of all Sask Polytech programs, degrees add higher level critical thinking, inquiry, and problem-solving skills as well as significant depth and breadth to the learning experience at a higher level than the Diploma.

Program: A program is a defined set of credit courses and other requirements leading to a credential in a specific field of study. Definitions and requirements of credentials are contained in the Credential Qualification Framework.

PROCEDURES

1. Sask Polytech will implement a periodic external review of degree programs in alignment with the Saskatchewan Higher Education Quality Assurance Board’s (SHEQAB) Program Review Standards and Criteria document. The SHEQAB criteria require that “the institution has a formal, institutionally approved policy and procedure for the periodic review of degree programs”.
2. The SHEQAB process followed by Sask Polytech includes the following components:
 - 2.1 A self-study undertaken by faculty members and administrators of the program based on evidence relating to program performance, including strengths and weaknesses, desired improvements, and future directions. A self-study should consider:
 - The continuing appropriateness of the program’s structure, admission requirements, method of delivery, and curriculum for the program’s educational goals and standards.
 - The adequacy and effective use of resources (physical, technological, financial and human).
 - Faculty performance, including the quality of teaching and supervision and demonstrable currency in the field of specialization.
 - The continuing appropriateness of learning outcomes achieved by students/graduates to meet the program’s stated goals, the degree level standards, and, where appropriate, the standards of any related regulatory, accrediting or professional bodies.
 - The continuing adequacy of the methods used for evaluating student progress and achievement to ensure that the program outcomes and degree level standards have been achieved; and

- Where appropriate, the graduate rate and the graduate employment rate, as well as the satisfaction levels of students, graduates, employers, and the program's advisory board.

2.2 An assessment conducted by a panel consisting of experts external to the institution that normally includes:

- A site visit;
- A report of the external panel that includes recommendations for strengthening program quality;
- The institutional response to the external panel's recommendations; and
- A summary of the conclusions of the expert panel's evaluation, and the institutional response to the evaluation, both made publicly available by the institution.

For programs subject to accreditation reviews, the accreditation review does not supplant the external review requirement.

3. Members of the external review panel must hold an advanced academic degree, have relevant academic experience in the area of quality assurance such as curriculum design, teaching, and learning, or administration of a similar program offered by a post-secondary degree granting institution. External review panels should be comprised of at least two external reviewers who are at arms-length to the institution so as not to create a conflict of interest. At least one of the panel members should be from outside of the province.