**SQC Report**

**[School]**

**New Program Proposal (International Partnership Credential)**

**Program Name:**

**Program Champion:**

**Date Reviewed:**

**Committee Members Present:**

| **Criteria & SQC Comments** | **Program Response** |
| --- | --- |
| ***1. Executive Summary**** *Clear rationale for proposed program provided*

SQC Comments: |  |
| ***2. Program Description**** *Proposed credential and who will be awarding the credential clearly outlined*
* *Alignment with BCIT & proposed partner mandates evident*
* *Target student audience & anticipated annual enrolment outlined*
* *Implementation plan outlined*

SQC Comments: |  |
| ***3. Assessment of Proposed International Partner**** *Clear description of international partner, including institution’s standing in national educational system and partner’s scope of programming*
* *Recognition of partner institution’s graduates outlined*
* *Faculty member qualifications clearly described*
* *Description included of any other international agreements held by partner institution*

SQC Comments: |  |
| ***4. Curriculum**** *Structure of existing domestic program described*
* *Proposed modifications to existing program clearly explained and appropriate rationale provided*
* *Issues related to language of instruction fully described*
* *Description of any relevant certifications and/or industry standards included*

SQC Comments: |  |
| ***5. Program Delivery**** *Learning methodologies described and compared to domestic program*
* *Delivery methodologies described, including description of any related infrastructure needs to support delivery methodologies*
* *Student assessment methods described and compared to domestic program*

SQC Comments: |  |
| ***6. Admission & Transfer**** *Admission requirements and process clearly outlined*
* *Transfer arrangements outlined*
* *Residency requirements described*

SQC Comments: |  |
| ***7. Program Resources**** *Faculty qualifications required for teaching the program are clearly outlined; summary qualifications of faculty who will be teaching the proposed program included (for both partner institution and domestic program faculty)*
* *Facilities & equipment described*
* *Program services offered by partner institution described*

SQC Comments: |  |
| ***8. Quality Assurance & Quality Control**** *Description included of activities by both partner institution and BCIT to ensure currency/relevancy of curriculum*
* *Description included of how program will be evaluated on an ongoing basis by BCIT (all aspects in template addressed)*

SQC Comments: |  |
| ***9. Other Information***SQC Comments: |  |
| ***Appendices**** *All required appendices included & complete*

SQC Comments: |  |
| ***Format & accuracy**** *Required template used for credential type*
* *Grammar/spelling correct*
* *Formatting consistent (e.g. table of contents, page numbers, header/footers, etc.)*

SQC Comments: |  |

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| **School Quality Committee Recommendations:** The issues and concerns itemized above need to be considered and addressed, and a response submitted by the Program Champion. The SQC endorses the Proposal for a [credential & name of new program]. |

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| --- | --- | --- | --- |
| Prepared by:  |  | Date: |  |
|  | *School Quality Committee Chair* |  |  |
|  |  |  |  |
| Approved by: |  | Date |  |
|  | *Dean School of [name]* |  |  |