SOHS Program Approval Timelines 2020-2021   (May 19, 2020)

SoHS School Quality Committee (SQC) submission deadlines**	Submit to Academic Planning and Quality Assurance (APQA)	Ops & Services Meeting	EdCo Programming	EDCO	Board of Governors	Degree Quality Assessment Board (DQAB) (if degree)
See 2019/20 schedule	Aug. 12, 2020	Aug. 27, 2020	Sep 9, 2020	Sep 23, 2020	Oct 6, 2020	Oct. 14, 2020
See 2019/20 schedule	Sept. 30, 2020	Oct. 15, 2020	Oct 28, 2020	Nov. 25, 2020	Dec 3, 2020	Dec. 9, 2020
Sept. 9, 2020 **Oct. 7, 2020**	Nov. 25, 2020	Dec. 10, 2020	Jan. 13, 2021	Jan. 27, 2021	Feb 17, 2021	
Nov. 4, 2020	Jan. 27, 2021		Feb. 24, , 2021	Mar. 10, 2021	Mar 30, 2021	
Jan. 6, 2021 **Feb. 3, 2021**	March 10, 2021		Apr. 7, 2021 New programs	May 12, 2021	May 26, 2021	
	March 31, 2021		Apr 28, 2021Major changes			
Mar. 10, 2021	April 28, 2021		May 26, 2021	Jun 9, 2021	Jun 29, 2021	
Apr. 7, 2021 **May 5, 2021**	Aug. 11, 2021		Sep 8, 2021	Sep 22, 2021	Oct 5, 2021	
	Sept. 29, 2021		Oct. 27, 2021	Nov. 17, 2021	Dec 7, 2021	

**SoHS SQC sets 8 meetings each academic year, on the first Wednesday of each of the following months: October, November, December, February, March, April, May and June. The submission deadline is four weeks prior to the scheduled meeting date. The SoHS SQC will take 3 weeks to complete the review, after which feedback is provided to the proposal's working group one week prior to the SQC meeting date.

Submission Deadline	SoHS SQC Meeting Date
September 9, 2020	**October 7, 2020**
October 7, 2020	**November 4, 2020**
November 4, 2020	**December 2, 2020**
January 6, 2021	**February 3, 2021**
February 3, 2021	**March 3, 2021**
March 10, 2021	**April 7, 2021**
April 7, 2021	**May 5, 2021**
May 5, 2021	**June 2, 2021**

*Please ensure you factor in any other approval and implementation steps toward your credential type as per [Procedure 5401-PR1](#) Credentialing of Programs.

EDCO Policy Committee Meeting Dates for 2020-2021 (all meetings are from 2:30-4:30 unless noted otherwise):

Sept. 30, 2020
Nov. 4, 2020
Jan. 6, 2021
Feb. 17, 2021
Apr. 14, 2021
May 19, 2021

All Programming Submissions:

All Major Changes, Notices of Intent (previously known as Concept papers) and Program Proposals should be submitted to a member of the Academic Planning and Quality Assurance (APQA) team (Kathy Siedlaczek, Jonathan Chiu, Carol Friedrich Fong) within the Vice-President, Academic Office (VPAO) for the specific item as identified on the 3-Year Programming Activity Plan 2020-21.

All Minor Changes should be submitted through the Electronic Program Update Form system.

Major/Minor Changes:

Program areas are encouraged to consult with APQA about their proposed program change prior to embarking on the change process, to determine whether the change will be considered major or minor. For a description of Major and Minor changes, see [Procedure 5401-PR2](#) Program Development and Change Processes.

September 2020 Implementations of Major Change Proposals:

The latest submission to APQA is March 31, 2021 (for final approval at EdCo on May 12, 2021).
<u>Please note:</u> Changes must also be submitted simultaneously through the Electronic Program Update Form system by May 15, 2021 to ensure the Course File department has enough time to implement all the matrix changes prior to registration for September implementation.