

**Policy Title:** Academic Program Review  
**Policy Approver:** Senate  
**Policy Holder:** Office of the Vice-President, Academic and Provost  
**Executive Lead:** Vice-President, Academic and Provost  
**Category:** Academic  
**Original Date:** May 2017  
**Last Revised:** April 2022  
**Next Review:** April 2027

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## Policy Statement

As part of its internal quality assurance processes, Yukon University will conduct regular, cyclical program reviews, based on collaborative, systematic, evidence-based examinations. Program review provides an opportunity to identify and promote specific aspects of educational excellence within a program and to identify opportunities to improve program quality. It also helps ensure that programs are aligned with their respective disciplines and the values, goals, and objectives of the University.


Program review is only one expression of Yukon University's commitment to maintaining quality. Faculty and staff are expected to maintain a professional commitment to program quality and student success, regularly evaluate courses and programs through various means, and act to improve quality whether a formal review has been conducted.

## Approval Statement

With the approval of Senate, this policy is hereby deemed in effect the 20th day of April, 2022.

  
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Co-Chair, Senate

November 7, 2022  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Co-Chair, Senate

November 8, 2022  
\_\_\_\_\_  
Date

## 1. Purpose of Policy

This policy and its related procedures are intended to provide the foundation and framework for the planning and implementation of, as well as the follow-up work stemming from, cyclical program reviews. Because program reviews may lead to considerations of program sustainability, the related procedures include processes for the suspension, reinstatement, and cancellation of programs.

## 2. Governing Legislation and Relevant Documents

Yukon University Act  
Yukon University Strategic Plan  
Yukon University Academic Plan  
Yukon University Academic Regulations and Procedures  
Yukon University Collective Agreement  
Yukon University Institutional Values  
AP 4.1 Academic Program Review Procedures  
AP 4.2 Procedures for the Suspension, Reinstatement, and Cancellation of Academic Programs  
AP 4.3 Suspension, Reinstatement, and Cancellation of Academic Programs Proposal Form

## 3. Scope

This policy applies to all credentialed instructional programs at Yukon University.

## 4. Definitions

The following definitions are used throughout this policy and its accompanying procedures:

- **Academic program:** A matrix of courses, approved by Senate, leading to a recognized credential granted by Yukon University; the term applies to certificates, diplomas, bachelor's degrees, and graduate certificates/degrees.
- **Learning outcomes:** Skills students are expected to be able to do or knowledge they are expected to hold by the end of a program or course; students' progress with respect to learning outcomes is evaluated through course-level assessments.

- **Suspension:** A planning scenario in which an academic program does not admit new students in an upcoming academic year, while students already enrolled in the suspended program are still able to complete their studies.
- **Reinstatement:** A planning scenario in which an academic program that has been suspended is approved to begin accepting new applications and enrolling new students.
- **Cancellation:** A planning scenario in which an academic program will no longer be offered by the University; students already enrolled in the cancelled program will be able to complete their studies or referred to a comparable program at another postsecondary institution.

## 5. Procedures

AP 4.1 – Academic Program Review Procedures

AP 4.2 – Procedures for the Suspension, Reinstatement and Cancellation of Academic Programs

## 6. Problem Solving

Any questions or concerns arising out of the intent, content, implementation, or application of this policy should be reported to the Vice-President, Academic and Provost.

Where a concern or dispute arises from a decision made because of enforcing this policy, the Vice-President Academic and Provost should be notified as soon as possible after the decision has been made. In such cases, the VPA and Provost will advise the concerned individual(s) of the appropriate appeal process to follow under the circumstances.

## 7. Other Related and/or Accompanying Documents

Addendum A – Policy Communication Checklist

## 8. Document History

Date	Update
January-May 2021	At request of VPA and Provost, Internal Academic Governance (IAG) committee initiated a policy and

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Revised:

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	procedures review and renewal process; working group of IAG completed first stage of review/renewal work; draft of 5-year program review cycle developed by Academic Initiatives Officer, in consultation with deans
September-October 2021	Academic Initiatives Officer and Dean, Applied Arts revised policy and procedures further; draft 5-year program review cycle reviewed and endorsed by Academic and Research Planning and Priorities committee (ARPP); IAG approved draft policy and procedures proceeding to University-wide consultation
December 2021	University-wide consultation (through Faculty Update)
January 2022	Further revision to policy and procedures completed by Academic Initiatives Officer and Dean, Applied Arts
March 2022	IAG committee of Senate: final review and recommendation to Senate
April 2022	Review by Senate

**Addendum A – Policy Communication Checklist**

Policy Name: Academic Program Review Policy

Number: AP 4.0

Submitted by: Andrew Richardson

List those consulted with in preparation of this policy:

<b>Name</b>	<b>Department</b>	<b>Date</b>
Janet Welch, Andrew Richardson, Ginny Coyne, Michael Kulachkosky, Melanie Heynen	Policy review working group of IAG working group of Senate	January-June 2021
Internal Academic Governance committee	Committee of Senate	September 2021-March 2022
Academic and Research Planning and Priorities committee	Committee of Senate	October 2021
YukonU Staff		December 2022
Senate		April 2022