When an institution has been given approval to commence a program with report, the Appraisal Committee reviews the subsequently submitted report, conducts whatever consultation it requires, and then makes one of the following recommendations to the Council. That:

a) The program be approved to continue without condition;

b) The program may continue accepting admissions but the Council requires additional follow-up and report within a specified period, prior to the conduct of the initial cyclical review. On the Council's receipt of that required report, the procedure returns to this same step in the appraisal process (i.e., 3.4.8).

c) The program be required to suspend admissions for a minimum of two years. The Quality Council will then specify the conditions to be met in the interim in order for admissions to the program to resume.

d) The institution may appeal, to the Quality Council, the proposed recommendation of the Appraisal Committee to suspend admissions to the program (3.4.7 c), on the same terms as are set out in Framework Section 3.4.3 above (i.e., the institution will be providing new information; and/or there were errors of fact in the Appraisal Committee's commentary; and/or there were errors of process).

3.4.8   Council hears with report appeal.

Having received and considered the Appraisal Committee's recommendation, and the institution's appeal, if any, the Quality Council may decide either:

a) To approve the program without condition, or

b) To approve the program continuing admissions with a further report, or

c) To require the program to suspend admissions for a minimum of two years. This decision is final. The Quality Council conveys its decision to the institution, and reports it to OCAV and to MTCU for information.

3.5   Subsequent Process

3.5.1   Ministry of Training, Colleges and Universities (MTCU) funding approval for new undergraduate and graduate degrees. The MTCU approves BIU funding for new degree programs. The approval process occurs several times each year. Proposals are submitted to MTCU as required by the Office of the Vice President Academic once Quality Council approval has been received.

3.5.2   Monitoring of new programs
New programs are expected to be monitored by the academic unit and respective Dean(s)/Principal responsible for delivering the program including an assessment of expected enrolment targets and adequate course offerings. The Undergraduate or Graduate Program Director, as relevant, has specific responsibility for reviewing the annual data that will be considered as part of the quality assurance cyclical review.

3.5.3   First cyclical review
The first cyclical review for any new program must be conducted no more than eight years after the date of the program's initial enrolment and normally in accordance with York University's program review schedule (the Rota).

3.5.4   Implementation window
After a new program is approved to commence, the program will begin within thirty-six months of that date of approval; otherwise the approval will lapse.

3.6   Quality Council Audit Process

At least one undergraduate program and one graduate program selected for the sample for each institutional audit (See YUQAP Section 8) will be a New Program or a Major Modification to an Existing Program approved within the period since the conduct of the previous audit. The audit cannot reverse the approval of a program to commence.

4. PROTOCOL FOR NEW PROGRAMS FOR EXPEDITED APPROVALS

4.1   Definition

The **Protocol for New Programs with Expedited Approvals** applies to new:

- minor program, if there is no existing undergraduate degree program
- graduate diplomas
- dual credential programs (with existing parent programs)
- collaborative programs (with existing parent programs)
- combined programs (with existing parent programs)
- fields in existing graduate degrees (only if a graduate program is requesting endorsement of the field by the Quality Council – otherwise new fields are covered under the Protocol for Major Modifications)

These programs do not require external appraisal and are forwarded to Senate by ASCP. Once approved by Senate, the new programs are then reviewed by the Appraisal Committee of the Quality Council. The Council has the authority to approve or decline these proposals.

4.2   Initial Institutional Process

Chart 4.2 shows the overview of the Protocol for Expedited Approvals and the major steps within the institution and through the Quality Council. It differs from the Protocol for New Degree Programs (Section 3) only in the following respects.
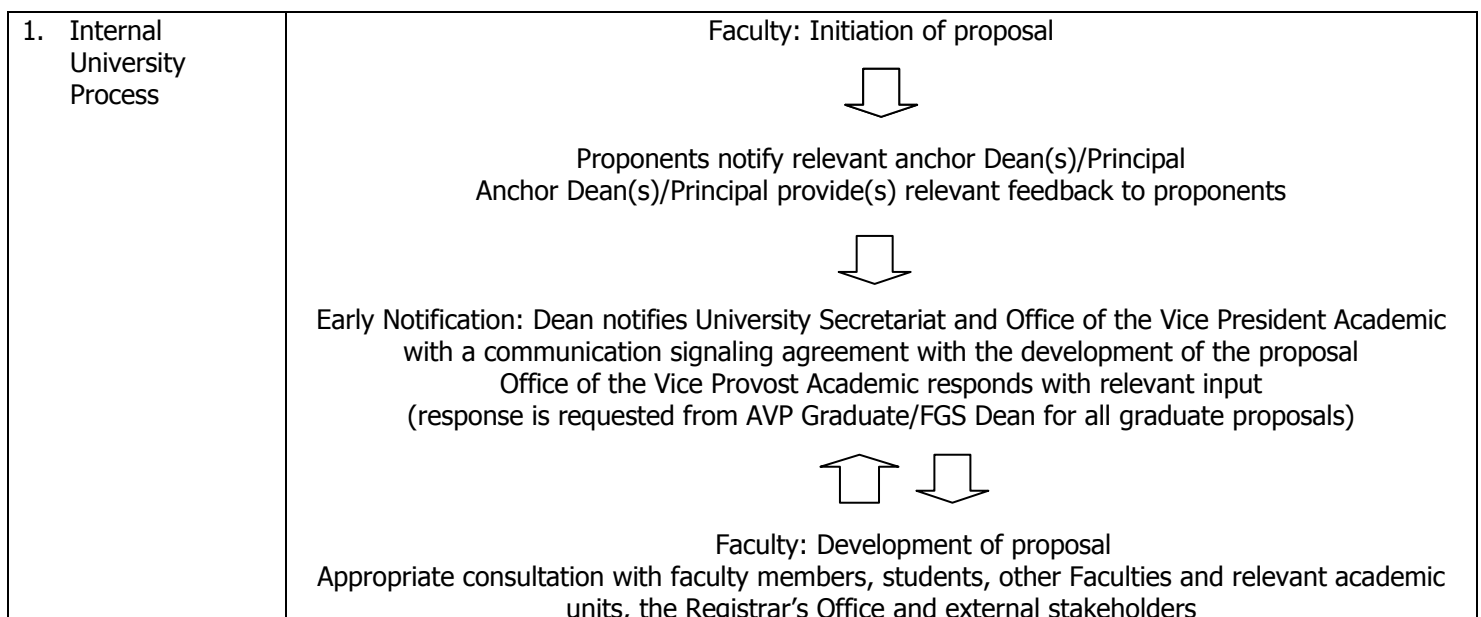
4.2.1   Development of the Proposal Brief
The **Expedited Approvals** process requires the submission to the Quality Council of a **Proposal Brief** of the proposed new program (or field as detailed above when QC endorsement has been requested) and the rationale for it. Only the applicable criteria outlined in Section 3.3 will be applied to the proposal with reference as appropriate to learning outcomes, faculty members and resources (see the template for expedited approval. The process is further expedited by not requiring the use of external reviewers; hence Sections 3.2.3 through 3.2.6 (inclusive) do not apply. Furthermore, the Council's appraisal and approval processes are reduced (see Section 4.3).

4.3   Expedited Approval Process

After reviewing the submission, conferring with the proposing institution, and receiving further information as needed, the Council's Appraisal Committee will come to its decision:

a) That the institution proceeds with the proposed changes/new programs;
b) That it consult further with the institution, over details of interest or concern, regarding the proposed changes/new programs. It can be anticipated that these subsequent consultations will normally be brief and affirmative in their outcome.

Chart 4.2: Protocol overview for new programs with an expedited approval

1. Internal University Process	Faculty: Initiation of proposal
	⬇
	Proponents notify relevant anchor Dean(s)/Principal Anchor Dean(s)/Principal provide(s) relevant feedback to proponents
	⬇
	Early Notification: Dean notifies University Secretariat and Office of the Vice President Academic with a communication signaling agreement with the development of the proposal Office of the Vice Provost Academic responds with relevant input (response is requested from AVP Graduate/FGS Dean for all graduate proposals)
	⬆ ⬇
	Faculty: Development of proposal Appropriate consultation with faculty members, students, other Faculties and relevant academic units, the Registrar's Office and external stakeholders

	⬇ Full statement of support required from Anchor Dean(s)/Principal and Office of VPA ⬇ Faculty: Curriculum Committee approval ⬇ Faculty Council approval ⬇ Faculty submits proposal to Committee on Academic Standards, Curriculum, and Pedagogy (ASCP) for approval ⬇ ASCP forwards approved proposals to Senate ⬇ Office of Vice President Academic: Submits proposal to Quality Council
2. Quality Council Approval Process	⬇ Expedited Approval Process: Appraisal Committee Review and Recommendation (normally within 45 days of receipt of the institution's submission) ⬇ Quality Council approval to commence
3. MTCU Process	⬇ Office of the Vice President Academic: Submission to MTCU if new diploma
4. Follow-up Process	⬇ Ongoing program monitoring by the institution ⬇ Cyclical review within 8 years of first enrolment

The final decision of the Appraisal Committee will be conveyed to the Quality Council within forty-five days of receipt of a final and complete submission. The outcomes of these **Expedited Approvals** will be conveyed to the proposing institution through the Office of the Vice Provost Academic directly by the Executive Director of the Quality Council.