**Major Modification Template: PROGRAM NAME CHANGE**

**Instructions:**

The IQAP identifies that a major modification is required when there is a change in program name and/or degree nomenclature, when this results in a change in learning outcomes.

* A proposal brief must accompany a major modification Curriculum Navigator entry.
* All required elements are bolded in the template; the regular font, in parenthesis, provides instructions, which can be deleted.
* Please fill in each section, even if there is no change, to clearly aid the committees in understanding the proposed changes.
* If you have any questions, please contact the Deputy Provost for assistance.
* Delete this section prior to submission.

**Major Modification:** Title of Change

**Submitting Academic Unit and Faculty:**

**Proposal Brief Author:**

**Date of Submission:**

**1. Proposed Name Change**

**2. Rationale for the Proposed Program Name Change**

**3. Program Objectives and Learning Outcomes (PLO’s)**

1. **Program Objectives**

(Clear and concise statements that describe the goals of the program. Program objectives explain the potential applications of the knowledge and skills acquired in the program; seek to help students connect learning across various contexts; situate the particular program in the context of the discipline as a whole; and are broader in scope than the program-level learning outcomes that they help to generate. Indicate how the program objectives are differentiated between the current and proposed programs. Please see the [Quality Council Guide](file:///C:\Users\rkoster\Desktop\IQAP%202022\Drafts\Template%20Drafts\Quality%20Council%20Guide) for assistance.)

1. **Program Learning Outcomes**

(A set of Program Learning Outcomes for the current and the proposed program [Table 1] Clearly identify where there are differences - a different font colour works well).

**Table 1: Program Learning Outcomes (PLO’s)**

|  |  |
| --- | --- |
| **Current** | **Proposed** |
|  |  |
|  |  |
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|  |  |

**4. Structure of Program**

(A detailed description of the program structure, by year or term as appropriate, as would appear in the calendar)

**5. Admission Requirements and Regulations**

(Please review the current requirements and identify if there are any changes. If there are no changes required, indicate that is the case and provide the link to the admissions/regulations as found in the university calendar. If there are changes, provide them in the appropriate table below. Clearly identify where there are differences – using ~~strike through~~ for what is being removed from the Current program, and a different font colour for what is new in the Proposed program, works well. Please note, any changes to admissions or regulations must be submitted on a separate Curriculum Navigator form)

1. **Admission Requirements**

|  |  |
| --- | --- |
| **Current** | **Proposed** |
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|  |  |
|  |  |
|  |  |
|  |  |

1. **Regulations**

|  |  |
| --- | --- |
| **Current** | **Proposed** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**6. Assessment of Teaching and Learning**

1. **A description of the way in which student learning assessment will be embedded in the curriculum.**
2. **Appropriateness of the methods for assessing student achievement of the program-level learning outcomes.**
3. **Identify the plans the unit has to monitor and assess:**

(NOTE: In this section, the proposal should again make a clear distinction between program-level learning outcomes, program objectives, and degree-level expectations. Additionally, programs should ensure that the plans for monitoring and assessing student achievement provide an assessment of students currently enrolled as well as post-graduation metrics. Please see the Quality Council’s [Guidance on Assessment of Teaching and Learning](https://oucqa.ca/guide/assessment-of-teaching-and-learning-2-1-4-1-and-5-1-3-1-4/).)

### How the overall quality of the program will be monitored and assessed

### Whether the program continues to achieve in practice its objectives

### Whether its students are achieving the program-level learning outcomes

### How the resulting information will be documented and subsequently used to inform continuous program improvement

**7. Student Impact**

1. **Student Experience**

(Indicate how the major modification will improve the student experience, see [QC Guidance](https://oucqa.ca/guide/involving-students-in-quality-assurance-processes/))

1. **Student Input**

Indicate how input from current students and/or recent graduates of the program were considered as part of the development of the Proposal Brief

**8. Transition Plan**

(Outline your transition plan for supporting students enrolled in the current program through to graduation, while launching the new version of the program.)

**10. Resources for Program**

(Identify any additional resources [instructors, faculty, technicians, library, TSC, student supports etc.] required to support the modifications to the program. If there are new/additional resources required with budgetary implications, please contact the Deputy Provost. A budget template will be provided by, and is to be completed with input from, Institutional Planning and Analysis and Finance. Additionally, a supporting memo from the Dean should accompany major modifications that require additional resources).