



QUQAP Process for Expedited Approvals

Expedited Approvals - Senate functions as the final approval body

Note

1. This Expedited Approval Process applies to the following proposal types:
 - a. Undergraduate Diplomas
 - b. Undergraduate Certificates
2. Undergraduate Programs would not be reviewed by Graduate Councils, the School of Graduate Studies and Postdoctoral Affairs (SGSPA), and Graduate Studies Executive Council (GSEC). These steps would be skipped by Undergraduate Programs or replaced by their Faculty Board.

Pre-Approval

1. (Grad Programs only:) The Academic Unit proposing a program listed above reaches out to the School of Graduate Studies and Postdoctoral Affairs (SGSPA) to discuss with the Vice-Provost and Dean (SGSPA), a Graduate Associate Dean, and/or an Academic Affairs Officer.
2. The Academic Unit reaches out to the Provost's office (at qugap@queensu.ca) to summarize the proposal, receive the Pre-approval Template, discuss appropriate consultations, and review the approval process and timeline.
3. The Academic Unit must consult with the Office of the Registrar, the Office of Planning and

Administration

27. Provost's Office asks for a website update from the Academic Unit. Provost's Office posts this program description on the Provost's Quality Assurance webpage.
28. Provost's Office tracks when any continuous improvement reporting, 5-year report and first Cyclical Program Review Report are to take place.