Terms and Definitions

ACD An ACD (Authorized Course Description) is a document defining the educational components of a course, the format and contents of which have been approved by EdCo (Education Council). The educational components in an ACD include course code, title, format, credit value, prerequisites/Corequisites, course description, content, learning outcomes, evaluation methods and minimum instructor qualifications.
More Info: NIC Policy 3-15

BC Student Outcomes Each year, BC Student Outcomes collects information from tens of thousands of former British Columbia post-secondary students. Former students have the opportunity to evaluate their education and are asked about their subsequent employment and further education. Student Outcomes Surveys are conducted with funding from the Ministry of Advanced Education, Skills and Training, the Industry Training Authority, and from B.C.'s public post-secondary institutions. More Info: Link

Blue Blue is the name of the software North Island College uses for course and program feedback. Explorance is the company who makes the software and is based out of Montreal, Quebec where the platform is hosted. More Info: Explorance

CTLI The Centre for Teaching and Learning Innovation (CTLI) is North Island College's teaching, learning and technology teaching commons for faculty, support staff and administration. The Centre staff assist the programs, people and places engaged in designing and facilitating student learning experiences

Curriculum Renewal Curriculum design and renewal is an ongoing, cyclical, and analytical process that continually strives to find new and effective ways to offer students learning experiences that are transformational, inspiring, and intellectually challenging. Curriculum renewal activities can come out of a program review or be undertaken before a program review. More Info: Queen's University

DQAB The Degree Quality Assessment Board (DQAB) is an independent advisory board that ensures legislated quality assurance requirements are met for post- secondary education in BC. There are up to 13 voting members appointed by the Minister. The Board has a standing committee to develop and implement the Quality Assurance Process Audit (QAPA).

Focus Group Focus groups are a type of qualitative research. They rely on data that is produced through semi-structured group interaction in an informal environment facilitated by a trained moderator. A focus group is composed of a collection of people from one or more stakeholder groups brought together to discuss key questions specific to the program. Focus groups use open ended questions as a method to uncover and explore more deeply student, alumni, employer, faculty, and community network perspectives on your program offerings. More Info: Western University and UBC

IRP The Institutional Research and Planning office is North Island College's department that assists in the Program Review process by providing data packages on programs, assists in interpreting the data, aids in building surveys and data gathering instruments and supports the Quality Assurance Process Audit.

ITA The Industry Training Authority (ITA) leads and coordinates British Columbia's skilled trades system.
ITA works with employers, apprentices, industry, labour, training providers and government to issue credentials, supports apprenticeships, fund programs, set program standards and increase opportunities in the trades.
More info: Link

Ministry of AEST The Ministry of Advanced Education, Skills and Training (MAEST) provides leadership and direction for post-secondary education and skills training systems in British Columbia as well as labour market information and programs. More info: Link

Policy 3-11 The North Island College policy and procedures about program review. Policy Statement: North Island College (NIC) is committed to supporting student success through the provision of high-quality educational programs. Regular and systematic program review supports ongoing educational excellence and institutional accountability. More info: Link

Program Advisory Group Program Advisory Group (or Committee) aids a department in developing and providing feedback on programs such as trends that may affect programming, options and opportunities for employment of graduates, changes in the field or discipline etc. They may also have a role in reviewing significant changes proposed for programs and providing constructive critiques to aid in enhancing the program. More Info: JIBC

Program Lead Appointed by the Dean, this faculty member leads the program review process.
May also be called Program Review Chair.

QAPA The Quality Assurance Process Audit (QAPA) is an external review process to ensure that public post-secondary institutions periodically conduct rigorous, ongoing program and institutional quality assessment. All BC public institutions participate in the QAPA once every seven years. The QAPA was launched as a two-year pilot in Fall of 2016. The QAPA was developed by the Quality Assurance Audit Committee, a standing committee of the Degree Quality Assessment Board (DQAB) under the Ministry of Advanced Education and Skills Training. More info: Link

Self-Study The self-study is a program's reflection on the key dimensions of quality informed by data and research. NIC's self-study includes five dimensions including: commitments, structures, community, practices, and impact/outcomes. A sixth section provides an opportunity to summarize key learning and identify next steps