

Policy Title:	Course Curriculum Quality Assurance
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Manual Classification:	Academic Affairs
Approved by Board of Governors (BoG):	TBA 2025
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Contacts for Policy Interpretation:	Executive Vice President Academic Experience

1.0 - Policy Overview

Fleming College is committed to promoting excellence in the development, design, delivery, review and continuous improvement of all college courses. Course-level quality assurance processes will ensure that curriculum, delivery, and evaluation methodologies will remain current and relevant to support student learning and achievement.

2.0 - Purpose

This policy and its associated procedures define and inform the mechanisms of course quality assurance, recognizing that this process involves many stakeholders.

3.0 - Definitions and Acronyms

Course: A distinct and discrete teaching and learning framework, defined through course learning outcomes, and approved using a course outline.

Course Team: Includes individuals such as professors, instructors, technicians/technologists who are currently teaching or involved in delivering the course.

Course Outline: An approved document outlining the course learning outcomes, title, course code, description, credits, hours, evaluation methodology and associated grading allocation, pre-requisites, co-requisites, and required resources and any associated fees for courses offered at Fleming College.

Credential: Defined by the Ontario Qualifications Framework and awarded by the Board of Governors for successful achievement of all requirements for the program of instruction.

Curriculum: The plan for learning that is coordinated and articulated in a manner designed to result in student achievement of course learning outcomes. Curriculum encompasses the content, learning materials, delivery, and course resources, as well as the context and processes for evaluating the attainment of learning outcomes.

Program of Instruction: A group of related courses leading to a credential awarded by the College.

Program Quality Assurance (PQA): The process for the ongoing formative and summative evaluation of College programs to ensure compliance with standards of provincial governing bodies. PQA promotes institutional learning and renewal, guides decision-making, engages stakeholders and supports constructive governance by the Board of Governors.

Program Team: The program team includes individuals and faculty with knowledge and expertise in the specific field, the Dean/Chair, and may include technicians/technologists.

Quality: The degree of excellence to which performance standards are met or exceeded.

Quality Assurance: The mechanism used to assure and measure the level of quality as determined by the provincial quality standards to which all public colleges in Ontario must adhere.

4.0 - Scope

This policy applies to all courses delivered by Fleming College, including those under development and modification.

5.0 – General Principles

Course curriculum quality assurance articulates Fleming College's commitment to continuous improvement in the quality of educational experiences, and the promotion of academic excellence and student success.

Curriculum is the shared responsibility of the course team who collaboratively develop, review, revise, and deliver course curriculum.

5.1 – Course Curriculum

The quality of Course curriculum is dependent on proven pedagogical design, as well as faculty expertise in content, teaching, and evaluation methodologies.

All components of a course derive from, and align with, course learning outcomes, which contribute to achieving program vocational learning outcomes described in the program standard and/or description, where applicable.

Curriculum delivered within courses is designed to be outcomes-based and learner-centered. The requirements and expectations of a course are to be clearly communicated using a course outline.

5.2 – Development and Renewal of Curriculum

Development and renewal of curriculum within courses will be initiated following program review and will be consistent with college policies, government requirements, emerging workplace needs, stakeholder input, and additional information as appropriate.

Through the development and renewal process, any changes must remain aligned with mapping of course learning outcomes to essential employability skills, college learning outcomes, and program vocational learning outcomes.

Academic pathways must also be considered when making any changes to a program, including prior learning recognition for course content, articulated credit transfer pathways, and individual transfer credits, as appropriate.

6.0 - Related Documents

- [College Quality Assurance Audit Process CQAAP-Standards of Quality-2024-2025.pdf](#)
- College Policy #2-220: Quality Assurance Policy
- College Policy #2-213, Program Quality Assurance
- College Operating Procedures #2-224A-F
- Fleming College Strategic Plan
- Fleming College Academic Plan

History of Amendments/Reviews

Date Approved	Approved By	List of Approved Amendments / Review
TBA 2025	Board of Governors	NEW