TL18 – Undergraduate Program Review

These records relate to quality reviews of the University's undergraduate programs.

Content & Scope
Academic program reviews serve to assist in achieving and maintaining the highest standards of academic excellence, to assess the quality of programs relative to counterpart programs at other institutions, and to meet public accountability expectations. Undergraduate program reviews are most often conducted on a 7 year cycle, although the cycle may range from 5 to 8 years. Under revised guidelines implemented in 2010, some undergraduate and graduate programs may be reviewed together (augmented reviews).

The records include self-study reports, review team reports, responses, chairs/directors' and Deans' reports outlining future strategies, and related correspondence.

Related Records
- See also GV55: Senate Meetings and GV60: Senate Committees and Councils for the Associate Vice-President Academic's summary reports on undergraduate program reviews, which are presented for discussion to Senate Undergraduate Council and then to Senate for information
- For records related to quality appraisals of the University's graduate programs, see TL15: Graduate Program Appraisals.

Responsible Unit
Associate Vice-President Academic; Graduate Studies and Postdoctoral Affairs (for some augmented reviews)

Information Steward
- Associate Vice-President, Academic

Privacy Classification
- Public: reports intended for public release.
- Confidential: all other records.

Retention
Until the next review cycle is complete

Disposition
Archives

Authority
Ontario Universities Council on Quality Assurance. Quality Assurance Framework; Guidelines for Reviews of Ongoing and New Academic Programs at the University of Waterloo
Retention Rationale
The retention period is based on operational use. These records have long term historical value.

Approval Date(s)
July 26, 2010