# FAST TRACK PROCESS FOR CREDIT PROGRAMS AND COURSES

**EFFECTIVE DATE** April 11, 1995

## RESPONSIBILITY FOR IMPLEMENTATION Director, Student Experience

## POLICY STATEMENT

To offer an alternative, expeditious process for approving new credit programs or courses when stringent timelines exist, the normal process through Curriculum Committee and Academic Council will be replaced with “Fast Track” process.

**PROCEDURES/RULES STATEMENT**

The program/course requiring approval will be submitted to the Director, Student

Experience. The Director, Student Experience will circulate the request to the Fast Track Committee and call a meeting within three days (maximum) to decide if the proposal is appropriate to “Fast Track”, discuss the details and render a decision on the proposal.

The Fast Track Committee will be:

* Vice President Academic,
* Academic Council Chair,
* Chair/Director of the Department offering the program, or his/her designee,
* Library Chair,
* Director, Student Experience,
* Students’ Association Designate,
* Dean of the Division offering the program, or his/her designee.

Following the decision of the Committee, the program/course information and the decision rendered by the Fast Track Committee will be forwarded through the Curriculum Committee to the Academic Council for information only.

**SUMMARY**

The “Fast Track” process will be used only in times of stringent timelines when the traditional committee approvals can not be attained and any resultant delay could jeopardize the funding or viability of the program. The guidelines for defining credit will be used when making the decision concerning the new program.

Reviewed and reaffirmed by Academic Council: March 8, 2001

Revised and Approved by Academic Council: March 10, 2003

Revised and Approved by Academic Council: April 27, 2006

Revised and Approved by Academic Council, December 18, 2008

Revised and Approved by Academic Council, February 8, 2018