



Institutional Quality Assurance Policies

1. Policy Statement

GNI is committed to ensuring the highest academic standards across all its programs through a structured system of institutional quality assurance.

This policy defines the principles, mechanisms, and responsibilities by which GNI maintains, reviews, and enhances program quality, institutional performance, and student success.

It demonstrates compliance with the Degree Quality Assessment Board (DQAB) standards and aligns with the expectations of the British Columbia Ministry of Post-Secondary Education and Future Skills.

2. Purpose

The purpose of this policy is to:

- Establish a transparent and evidence-based quality assurance framework;
- Ensure ongoing alignment between institutional objectives, academic standards, and student outcomes;
- Support continuous improvement across all programs; and
- Provide mechanisms for periodic internal and external review.

3. Scope

This policy applies to **all academic programs**, including degrees, diplomas, and certificates, delivered in any mode (on-campus, online, hybrid, or collaborative).

It also governs related areas of academic policy, faculty development, research, and student learning support.

4. Quality Assurance Principles

GNI's Quality Assurance Framework is guided by the following principles:

1. **Academic Integrity and Autonomy** – Academic standards are established and maintained by qualified faculty under Academic Council authority.
2. **Transparency and Accountability** – Quality processes and outcomes are publicly documented and reported.
3. **Evidence-Based Decision-Making** – Academic planning and review are grounded in data, research, and measurable outcomes.
4. **External Validation** – Peer review by qualified external experts ensures objectivity and comparability.
5. **Continuous Improvement** – Quality assurance is a dynamic and cyclical process aimed at enhancement, not compliance.

5. Quality Assurance Structure

Quality assurance at GNI is coordinated through the following bodies:

Body / Office	Primary Function
Academic Council	Oversight of academic quality, policy approval, and program renewal
Program Review Committee (PRC)	Coordinates internal and external program reviews
Institutional Research & Partnerships Office (IRPO)	Manages data collection, analysis, and KPI reporting
Program Advisory Committees (PACs)	Provide industry and community feedback
External Peer Reviewers	Conduct independent evaluation of program quality
Board of Directors	Provides governance oversight and ensures resource support

6. Five-Year Program Review Cycle

Each GNI program undergoes a **comprehensive review every five (5) years** as part of the IQAP process.

The cycle includes the following stages:

Year	Activity
Year 1	Continuous monitoring of enrolment, retention, and outcomes
Year 2	Internal review and student/alumni surveys
Year 3	Self-study report and selection of external reviewers
Year 4	External review and Academic Council approval
Year 5	Implementation of action plan and public summary

7. Annual Monitoring

In addition to the 5-year review, each program is required to submit an **Annual Program Report** summarizing:

- Student achievement, retention, and completion rates;
- Graduate employment or transfer outcomes;
- Faculty qualifications and professional development;
- Curriculum currency and alignment with learning outcomes;
- Resource adequacy (library, technology, staffing);
- Student feedback and complaints data.

These reports are reviewed by the **Program Review Committee** and **Academic Council**, with summary findings reported to the **Board of Directors**.

8. Key Performance Indicators (KPIs)

GNI tracks and benchmarks academic performance against the following indicators:

- Student success and retention rates;
- Graduate employability and further study outcomes;
- Faculty research and publication metrics;
- Stakeholder and community engagement;
- Equity, diversity, and inclusion metrics;
- Accreditation or articulation agreements achieved.

9. Continuous Improvement Mechanisms

Following each review cycle, program teams must develop a **Five-Year Improvement Plan** outlining:

- Key recommendations and responses;
- Implementation strategies and timelines;
- Responsible parties; and
- Indicators for measuring progress.

Progress reports are submitted annually to the **Academic Council** and integrated into institutional strategic planning.

10. External Peer Review

External reviewers shall:

- Hold a terminal degree or recognized expertise in the program discipline;
- Be independent of GNI;

- Provide written evaluations addressing curriculum, pedagogy, assessment, and resource adequacy;
- Participate in exit meetings with program and institutional leadership.

11. Reporting and Public Disclosure

- Summaries of completed program reviews will be published on the GNI website for transparency.
- The **VPAQA** submits an **Annual Quality Report** to the Academic Council and Board of Directors summarizing quality indicators, review outcomes, and institutional progress.

12. Review and Amendment

This policy shall be reviewed every **five (5) years** or earlier if required by DQAB, the Ministry, or institutional growth.

All amendments must be approved by the **Academic Council** and ratified by the **Board of Directors**.

13. Related Policies

- Academic Governance Policy (ADM-002)
- Research Ethics and Integrity Policy (ADM-018)
- Privacy & Data Protection Policy (ADM-026)
- Faculty Professional Development Policy (ADM-020)
- Program Review and Curriculum Development Procedures Manual

14. Approval and Implementation

This policy was approved by the Board of Directors of GNI on the recommendation of the Academic Council and will be administered under the direction of the Vice-President, Academic & Quality Assurance.