



Quality Break

Welcome to the OCQAS Newsletter - your triannual peek behind the quality scenes at the OCQAS with quality news, updates, resources and more!

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CVS Anytime/Anywhere Tool

Retired MTCU codes, Institutional Outcomes, and what's available on the CVS AA Tool.



Program Discussions with CVS

Turnaround times and informal reviews.



Program Changes

What changes require a new validation and/or MCU submission.



Program Work

Some things to be aware of when submitting an application.



Ministry of Colleges and Universities (MCU) Update

Closing the information loop.



CVS Anytime/Anywhere Tool

What does '*' mean?

Retired MTCU codes are now annotated with an '*' in the Browse MTCU codes section of the tool.

Within program descriptions, institutional outcomes are annotated with an '*'. If you are mapping to an MTCU code that includes an institutional outcome that is not your own, you should not include the VLO.

If you are submitting an application with an institutional outcome, please annotate it with an '*'.

The CVS AA Tool will time out. If you need to move away from the tool while inputting an application, please log out to ensure you don't lose your work. As you work through an application, clicking 'Next' at the bottom of a page will save your progress.

If you find any errors on the tool, please let us know.



When contacting CVS via email about a program, **please include the APS number and MTCU code** for the program you wish to discuss to ensure the correct program/description is referenced.

Informal reviews can help speed up the validation process by minimizing questions CVS may have about a program application.

What is available on the CVS AA Tool and what isn't?

- Validations before May 2018 – high-level commonalities
- Validations after May 2018 – detail

Program Modification

If you are making a change to an existing program, please use the 'Program Modification' functionality and clearly identify the changes you are making in the comments section.

Title Modification

If you are making a change to the title of an existing program, please use the 'Title Modification' functionality and clearly identify the rationale in the comments section.

Program Discussions with CVS

When informal reviews occur, and CVS says the program is ready for validation, **CVS will honour this decision for up to three months from the agreement.**

To ensure consistency, all program validation applications are reviewed twice and while **CVS guarantees a response within 15 working days**, typical response is given within a week.



Program Changes

Colleges are invited to work directly with CVS and/or ministry staff to clarify the scope of program changes and the tasks involved in the review and renewed approval.

Changes to Programs of Instruction include the following:

- I. Changes to program titles.
- II. Changes of more than 25% in VLOs (number of themes/dimensions, level of specialization).
- III. Changes in System Level admission requirements.
- IV. Change in funding request for a funded version of an existing, non-funded Program.
- V. Change in funding request for a non-funded version of an existing, funded Program.
- VI. Changes of more than 25% on program length or total number of hours.
- VII. Changes of more than 25% on the instructional settings.

Process

Process	CVS Application	CVS Validation	MCU College Signed Request for Approval Package (Attestation)
I	✓	✓	✓
II	✓	✓	✓
III	✓	✓	X
IV	✓	✓	✓
V	✓	X	X
VI	X	X	✓
VII	X	X	✓

In more detail....

Program Title Changes

All program title changes require **updated** vocational learning outcomes and documented program advisory committee (PAC) support for the Credential Validation Services (CVS) submission. Once a program title change has been validated, the title needs to be updated with the Ministry of Colleges and Universities (MCU) through the PFAAM system. If you are adding a modifier to a title, whether it is a program standard or program description, it must be supported by VLO(s) specific to the modifier. When choosing a title, it should be similar to what already exists in the same MTCU code in MCU's APS table. Also, titles should be a field of study, not a specific occupation.

Changes in System Admission Requirements

When making changes to admission requirements, only those pertaining to system level requirements need to be submitted to CVS for validation. Program level and language requirements do not require re-validation.

Provincial Standard Title Changes

When a new program standard is released, there is no need to submit a title modification, unless the release letter specifies that your college should approach CVS to validate the change. Program standard titles are not negotiable and exceptions are not an option.



Program Work

Working with old program standards

Developing new programs based on old, or outdated, Program Standards can be challenging.

We have a few Program Standards that were created years ago. In many cases, the Vocational Learning Outcomes (VLOs) are old and do not represent the current field of practice.

Please bring these to our attention, and we will work with the PSU group to get these Program Standards reviewed as soon as it is possible.

Mapping to two codes

When submitting an application for a new program that is mapped to two MTCU codes, please use a Word document to map and submit it to CVS for review before submitting the application on the CVS tool, in order for CVS to be able to see the mapping clearly.

Laddering Opportunities

Laddering opportunities should include pathways 'to' and 'from' the program. For example:

<i>Laddering Opportunities into the Electro-Mechanical Engineering Technology – Power and Control Program</i>	<i>Laddering Opportunities from the Electro-Mechanical Engineering Technology – Power and Control Program</i>
Electro-Mechanical Engineering Technician (Diploma – Advanced)	Diploma – Degree
Electro-Mechanical Engineering Technology (Diploma – Diploma)	Diploma – Electrical Apprenticeship
Electrical Techniques (Certificate – Diploma)	
Electrical Apprenticeship	
College to College	



Ministry of Colleges and Universities (MCU) Update

MCU Requests

If MCU asks for additional information or changes to a College's submission in PFAAM (i.e. labor market data, number of hours, instructional settings), it is helpful if you share this information with CVS so that we can guide other colleges appropriately.

Better for People, Smarter for Business Act, 2019

On December 10th, 2019, the Ontario Legislature officially passed this Act. The Act is part of the government's signature package to address red tape and modernize regulations.

With this Act, Ontario is ending duplicative efforts between the Ministry of Colleges and Universities, Ontario's quality assurance bodies and post-secondary institutions making program approvals faster. These actions will speed up the review and approval process to help institutions offer new programs faster to meet job-market demands.