Graduate Professional Online Program Proposals

*Professional Online Scholarship & Training Initiative (POST)*

**EVALUATION PROCESS**

Proposals will be evaluated twice a year by a committee consisting of:

- Associate Vice President Academic
- Dean of Graduate Studies
- Dean of Lifelong Learning
- Faculty Dean from a different faculty than the program
- Three members from the Senate Graduate Studies Committee (two of which must be faculty members)

The evaluation of the proposal will take into account how well it addresses the principles and priorities, the extensiveness of the market analysis, financial viability, as well as the availability of resources, especially personnel time, to complete the project in a timely manner. Approval of the program for development does not mean that it has been approved by Senate. These approvals will be sought early during program development following the normal approval processes. Once a decision has been reached and if a program has been approved for development, the project timeline begins immediately.

*What if an extension is required?*

If, for some reason, an extension is required, a request should be addressed to the evaluation committee outlining the reasons why the development of the program is taking longer than anticipated along with any corroborating letters from involved parties, including individuals external to SFU. This is an important requirement since programs will be done in a staged development process, and any delays in one project may well affect the development of others. Delays will also have a negative effect on departmental and faculty budgets, since anticipated tuition revenue will not be available to offset development expenses.