

**QUALITY ENHANCEMENT PLAN SAMPLE**

See Section 1.8 of Self-Study Guide – Quality Enhancement Plan

*This is one sample page of several.*

*<Name of Institution and Program>*

Quality Enhancement Themes & Corresponding CYCEAB Accreditation Model Sections	Objectives	Action Plan	Persons Responsible	Timeframe Dates (Month, Year)
A. In response to opportunities identified in the Self-Study section 1.1 <i>Program Title, Mission, Outcomes</i>	Revise program description	CYC coordinator will conduct a literature review of how Child and Youth Care is defined in similar programs offering CYC education.	CYC Coordinator	September 20xx
		Review the Council of Canadian Child and Youth Care Associations’ definition and scope of practice for CYC practice.	CYC Program Advisory Committee	September 20xx
		Develop a revised program description which reflects the unique and specialized focus of the program’s immediate region, in consultation with the Program Advisory Committee.	Registrar	September 20xx
		Submit the necessary program change documents to the registrar for final approval and update the program description in the institution’s calendar. Share the new description with Student Recruitment and Advancement to ensure advertising material is updated.	College Advancement	September 20xx
B. In response to opportunities identified in the Self-Study section 1.2 <i>Competency Identification and Validation</i>	Dissemination of 5 program-wide learning outcomes	Insert 5 program-wide learning outcomes in all CYC course outlines.	CYC Coordinator	September 20xx
		Consult with College Advancement to include the 5 CYC program-wide learning outcomes with promotional material (website, brochures, etc.).	College Advancement	September 20xx