Program Approval, Revision, and Termination Policy

This document is the parent policy for any College procedures or regulations. Questions regarding this policy are to be directed to the identified Policy Administrator.

Policy Statement:

The Board of Governors believes programs and program support need to be of high quality. All programs, substantive revisions, and terminations must be reviewed and approved by the Board of Governors.

Sponsor:	Academic
Policy Owner:	Vice President, Academic
Policy Administrator:	Vice President, Academic
Approved By:	Board of Governors
Approval Date:	February 17, 2022
Effective Date:	February 17, 2022

Objective:	N/A

Guidelines:	1. Approval
	   A. Program development shall be guided by the College's strategic plan.
	   B. Credit programs must be approved in a form prescribed by the Minister of Advanced Education.
	   C. Non-credit programs must be approved in a form prescribed by the Vice President, Academic. e.g. contract training, extension certificates
	   D. Academic Council shall review new credit programs and non-credit extension certificate programs and make a written recommendation to the Board of Governors Program and Services Committee for review and recommendation to the Board.
	   E. Quality of brokered programs is the responsibility of the delivering institution; therefore, brokered programs must be selected with quality as a criterion. Programs shall be assessed to determine what support is required to meet students' needs.
	   F. Wherever possible, new programs should contribute to the official student count.
	   G. The criteria for approval of programs is outlined in the Program Development and Approval Procedure
	
	2. Revision
	   A. Revisions shall take into account, and minimize, the impact on student educational plans.
	   B. Any alteration of previously approved credit programs must go through a new approval process.
	   C. There will be a review of new programs after the first offering and then at designated intervals thereafter.
	
	3. Termination

	A. The criteria for termination of a program is outlined in the Program Review, Revision, Suspension, Termination and Reinstatement Procedure.
Definitions:	N/A

Related Northern Lakes College Documents:	Academic - Academic Policy Academic – Program Development and Approval Procedure Academic – Program Review, Revision, Suspension, Termination, and Reinstatement Procedure
Related External Information:	Post-Secondary Learning Act
Stakeholders Consulted:	Academic Council: Nov 17, 2005; Mar 15, 2016; Jan 12, 2022 Board of Governors Programs and Services Committee: Apr 21, 2016 Dean's Council: Jan 10, 2022 Learner Services Director: Oct 2005 (defunct) Policy Review Committee: Mar 8, 2016 (defunct) President's Advisory Team: Feb 8, 2022 Senior Management Team: Dec 2005 (defunct)
Next Review Date:	February 16, 2027
Revision History:	January 20, 2006: New February 20, 2013 March 15, 2016 April 21, 2016 February 12, 2020: New template February 17, 2022: Addition of program approval criteria, referenced documents