

PROGRAM DEVELOPMENT

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

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| Category: | D. STUDENT / ACADEMIC |
| Policy Number: | D34 |
| Approval Date: | January 15, 2020 |
| Effective Date: | January 15, 2020 |
| Policy Owner: | Director, Teaching and Learning Centre of Innovation |

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| Objective: | This policy governs the development of all Olds College (College) credit academic program. It ensures that the College has a systematic process to develop and redevelop academic programs. |
| Policy: | <p>Olds College is a provincially focused institution that supports the teaching and learning of all Albertans by advancing and adapting programming to ensure graduates have the skills to succeed. A systematic staged process for developing and redeveloping programs is used to ensure that proposals for new and redeveloped programs offered at the College are based on the Olds College Strategic Plan: Growing 2025 and the Adult Learning Principles as identified by Advanced Education.</p> <p>Program development consists of six phases: Opportunity Proposal, Expanded Business Case, Decision, Full PAPRS Proposal & Approval, Program Planning & Implementation, and Formative Program Review. The program development and redevelopment process includes consultation with internal and external communities to determine student, economic, and labour market demand, alignment with the college's mandate, comprehensive institutional plan, and strategic plan, a program overview (length, credential, outcomes, delivery), implementation planning, formative assessment, and interaction with Advanced Education's Post-secondary Programs Branch for approvals.</p> |
| Definitions: | <p>Program: An organization of credit courses and related learning experiences leading to certification as defined in the Graduation Policy (D20).</p> <p>Course: A group of general areas of competency and the related evaluation requirements.</p> <p>Major redevelopment: redevelopment that results in one or more of the following: change of credential name, change in major or concentration,</p> |

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| | <p>substantial change (traditionally 30% or more) in program learning outcomes, design, and/or length.</p> <p>Market Demand: Is indicated in the results of an environmental scan by the program proponents and statistical feedback from targeted, potential registrants demonstrating interest in the program.</p> <p>Idea Generator: An individual who initiates a new program proposal. An Idea Generator must be an Olds College employee and have a College leadership Sponsor.</p> <p>Business Case Lead: The individual who will complete the business case as directed by the Sponsor.</p> |
| <p>Related Information:</p> | <ul style="list-style-type: none"> ● A33 Sustainability (link to be included when policy is approved) ● D20 Graduation and Convocation ● D21 Course Development and Revision ● D22 Program Review (link to be included when policy is approved) |
| <p>Related Procedures:</p> | <ul style="list-style-type: none"> ● Program Development Procedure |
| <p>Review Period:</p> | <p>3 years NEXT REVIEW DATE: January 15, 2023</p> |
| <p>Revision History:</p> | <p>New Policy: April 2011 Major Revision: January 2020</p> |