

PROGRAM REVIEW POLICY

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

Category:	D. STUDENT / ACADEMIC
Policy Number:	D22
Approval Date:	November 21, 2019
Effective Date:	November 21, 2019
Policy Owner:	Director, Teaching and Learning Centre of Innovation

Objective:	This policy governs the review of all Olds College credit academic programs. It ensures that students receive the highest quality of academic programming by providing academic units with the opportunity to conduct a thorough assessment of their program.
Policy:	<p>Olds College is committed to continuous improvement of all its programs through a systematic program improvement process. The primary purpose of Olds College program reviews is to enhance student success by ensuring that students receive the highest possible quality of academic programming. Program Reviews provide an opportunity for academic units to conduct a thorough assessment of their program by examining:</p> <ul style="list-style-type: none"> ● previous program review results and responses (where applicable); ● program objectives, including learning outcomes, industry needs the program is intended to address; ● program design, including curriculum, delivery, assessment, and policies; ● student supports, including academic advising, learning support, career support, etc.; ● faculty and staff, including their profile, teaching, scholarship, evaluation and professional development; ● other resources, including library resources, facilities and equipment; ● students and graduates, including their profile, success, achievement of learning outcomes, and satisfaction; ● program viability in terms of student demand, industry need and financial sustainability; and ● strategic alignment with Olds College’s mandate, mission, and strategic goals.

Comprehensive Program Review

The primary use of Olds College comprehensive program reviews is to identify program strengths, weaknesses, opportunities and threats which will be evaluated by the PCCs to inform continuous program improvement. PCCs will implement an action plan based on findings from the program review and other inputs.

In compliance with the [Provider and Program Registry System \(PAPRS\)](#), approved programs will participate in a Comprehensive Program Review with a schedule determined by the Vice President, Academic.

Formative Program Review

All new programs and programs that have completed a major redevelopment undergo a Formative Program Review. Formative reviews are conducted early in the life cycle of a new or redeveloped program, and can involve data collection at multiple points in time: before, during and/or after the program is implemented.

Definitions:

Action Plan: A document that lists what steps must be taken in order to achieve a specific goal. The purpose of an action plan is to clarify what resources are required to reach the goal, and to formulate a timeline for when specific tasks need to be completed.

Industry Advisory Committee (IAC): A committee made up of both Olds College staff, current students, alumni and industry members who assess program outcomes in relation to the needs of the industry sector. For more details, please review Policy D23 - Industry Advisory Committees.

Major redevelopment: redevelopment that results in one or more of the following: change of credential name, change in major or concentration, substantial change (traditionally 30% or more) in program learning outcomes, design, and/or length.

Program: An organization of credit courses and related learning experiences leading to certification as defined in the Graduation Policy (D20).

Program Curriculum Committee (PCC): A committee primarily comprised of program faculty responsible for designing, developing, and maintaining certificate, diploma, applied degree, and degree programs approved by the Ministry of Advanced Education. For more details, please review Policy D35- Program Curriculum Committee.

Student Success: Is indicated in the results of statistical feedback from the registrar around student retention, persistence, and graduation. Measurement of student success may also include: attainment of learning outcomes, personal satisfaction and goal/intent attainment, job placement, and career advancement.

Related Information:	<ul style="list-style-type: none"> ● A33 Sustainability ● D21 Course Development and Revision ● D35 Program Curriculum Committee ● D24 Academic Scheduling
Related Procedures:	<ul style="list-style-type: none"> ● Program Review Procedure
Review Period:	<p>3 years Next Review: November 2022</p>
Revision History:	<p>2007: New Policy 2012: Regular Review - minor changes 2013: Update - new template 2015: Update - major revision 2019: Update - new template / major revision</p>