

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.

Category:	A. Academic
Policy Number:	A15
Approval Date:	May 24, 2023
Effective Date:	May 24, 2023
Policy Owner:	Vice President, Academic Director, Teaching and Learning Centre of Innovation

Objective:	This policy governs the development of all Olds College of Agriculture & Technology (the "College") credit academic programs. It ensures that the College has a systematic process to develop and redevelop academic programs.
Policy:	<p>The 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 strategic planning and Advanced Education's adult learning system principles.</p> <p>Program development consists of six phases: Opportunity Proposal, 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>Course: A group of general areas of competency and the related evaluation requirements.</p> <p>Labour Market Demand: The gap that exists between occupational/workforce demand and supply or the difference in the skills required in an economy and the actual skills possessed by workers. Indicators of labour market demand include job vacancies; job advertisements or postings; and business surveys or employment Intentions.</p> <p>Learner Demand: Potential demand for a proposed program from learners. Institutions should consider what form(s) demand from learners for a program is likely to take. Considerations in this regard include (but are not limited to):</p>

	<ul style="list-style-type: none"> • source of the demand (internal or external to the institution); • geographic make-up of demand (local, regional, national, and/or international); • characteristics of the likely cohort (e.g., recent high school graduate, mature learner, working professionals, etc.); and • the anticipated duration of the demand <p>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.</p> <p>Program: An organization of credit courses and related learning experiences leading to certification as defined in the Graduation and Convocation Policy (A10).</p>
Related Information:	B13 Sustainability Policy A10 Graduation and Convocation Policy A09 Course Development, Review and Revision Policy A16 Program Review Policy
Related Procedures:	A15 Program Development Procedure
Review Period:	3 years
Revision History:	New: April 2011 Revised: January 2020 Revised: May 2023