

LOYALIST COLLEGE
Board of Governors Policy

B3	B. Outcomes B3. PROGRAM APPROVAL
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Date Last Approved: April 2019

Next Review Date: 2023

Background

In this policy, unless otherwise defined herein or the context requires otherwise, words have the same meaning as they do in By-Law 1 of the College.

According to the *OCAAT Act*, the colleges' objective is to offer a comprehensive program of instruction of career-oriented, post-secondary education and training to:

- Assist individuals in finding and keeping employment;
- Meet the needs of employers and the changing work environment; and,
- Support the economic and social development of their local and diverse communities.

The "Framework for Programs of Instruction" Policy Directive states as follows:

"Colleges are to establish mechanisms for the review of their programs of instruction to ensure ongoing quality, relevancy, and currency. A college's policy on quality assurance for programs of instruction is to be publicly available."

The College is committed to ensuring its academic programs meet and exceed standards and expectations for quality and relevance and that they meet the needs of our community.

This policy applies to the Loyalist College Board of Governors.

Policy

Consistent with the Ministry of Training, Colleges and Universities' Framework for Programs of Instruction outlined in the Minister's Binding Policy Directive, the Board of Governors will ensure that:

- a. Programs of instruction that are developed and implemented will maintain consistency with published program standards, provincial standards and titling principles where they exist.
- b. All new and modified post-secondary programs leading to an Ontario College Certificate, Diploma, Advanced-Diploma or Graduate Certificate conform to the Minister's Binding Policy Directive Framework for Programs of Instruction, the Ontario College Quality Assurance Service Credentials Framework, college system standards, programming principles and external accrediting bodies where applicable.
- c. Linkages/communication with the employer community are facilitated through the establishment of program advisory committees made up of a cross section of persons external to the College who have a direct interest in and a diversity of experience and expertise related to the particular occupational area addressed by the program.

- d. Protocols for grading, advancement and dispute resolution are established, available and publicly communicated to all students and College staff.
- e. A regular program review cycle is implemented and that programs of instruction offered by the College are reviewed and revised, consolidated, suspended or cancelled as appropriate.

Monitoring

The authority to develop and administer policies and procedures to ensure program quality has been delegated by the Board to the President. Within that context, the Board will monitor compliance with the Minister's Binding Policy Directive and Framework for programs of instruction through the following:

- Review and approval of new program proposals;
- Annual review of Enrolment Management plans;
- Review and monitoring of program quality through various data sources including annual program reports and comprehensive program review and other appropriate indicators of programming performance; and an,
- Annual review of summary reports of program reviews completed during the year

The Program Quality Assurance Committee will be responsible for these reviewing and monitoring initiatives and provide regular feedback to the Board as a whole through the Academic Committee.