OLDS COLLEGE
OF AGRICULTURE & TECHNOLOGY

PROGRAM REVIEW

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:	May 24, 2023
Effective Date:	May 24, 2023
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 schools with the opportunity to conduct a thorough assessment of their programs.
Policy:	Olds College is committed to continuous improvement of all its programs through a systematic program improvement process by examining: • 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.; • constitution of the instructional team; • 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 All Olds College credit programs are evaluated regularly through the comprehensive program review process to ensure program relevancy, quality standards, and responsiveness to the needs of learners, the economy, and society. The Comprehensive Program Review process at Olds College focuses on identifying and implementing means of improving the quality of programs going forward. Program Curriculum Committee's (PCC) will implement an action plan based on Dean approval of PCC recommendations, using the findings from the program review and other inputs.

In accordance with Advanced Education's adult learning system principles, Comprehensive Program Reviews will be conducted at a minimum every 7 years for all credit programs 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 within one year following the graduation of the first class 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, maintaining, and instructing 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:** Student success is defined as attainment of learning outcomes, personal satisfaction and goal/intent attainment, job placement, and career advancement. It may also include statistical feedback from the Office of the Registrar around student retention, persistence, and graduation.
Related Information:	A33 Sustainability D20 Graduation and Convocation D21 Course Development and Revision D23 Industry Advisory Committee D35 Program Curriculum Committee D24 Academic Scheduling
Related Procedures:	D22 Degree Program Review Procedure D22 Certificate, Diploma, Post-Diploma, and Applied Degree Procedure
Review Period:	3 years
Revision History:	New: 2007