



## Northlands College Policy Program Review

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### **POLICY STATEMENT**

Northlands College will implement a program review process intended to assess and improve program effectiveness, efficiency and responsiveness, promote institutional learning and renewal, guide decision-making and promote accountability.

### **GUIDELINES**

1. College programs shall be reviewed on a regular basis.
2. The program review process, format and reporting methodology shall be consistent throughout the college program centres and within the specific areas of study; ABE, technical, trades and mining, University, with the exception of programs brokered from other institutions.
3. Program reviews shall provide opportunity for input from all stakeholders.
4. Program reviews shall assess various elements of a program, which may include program objectives, student support, student selection, program delivery, curriculum, exit standards, student success, program demand and employment potential.
5. Program review shall support program renewal and improvement.

### **PROCEDURES**

1. Respective Directors shall oversee the program review process.
2. The following programming areas shall be considered in the program review process:
  - ABE
  - Technical, trades and mining
  - university
3. Program review information typically will be gathered from the following sources:
  - students
    - students in progress
    - graduates/completers
    - discontinued students
  - industry
  - faculty/instructors/counselors/coordinators
  - program sponsors
4. The program review typically will measure the following elements:



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- 4.1. Student demography
- 4.2. Program outcomes
  - attrition
  - graduation/completion
  - employment
  - further training
  - customer satisfaction (industry, students)
- 4.3. Program standards
  - accessibility
  - quality
  - accreditation/ transferability
  - curriculum (objectives)
  - delivery methods
  - program cost
  - evaluation methods
  - staffing
- 4.4. Student support systems
  - counseling
  - student services
  - student financial aide
  - accommodation
- 4.5. Program demand
5. The Program Review Task Team shall prepare and submit a program final report including specific program recommendations.

Policy Originated: December 2005	Approved by: President & CEO
Last Approved: January 2018	Signature: 