

AC401: NEW PROGRAM DEVELOPMENT

Policy Title:	New Program Development
Policy Number:	AC401
Owner:	Sr. Vice President Academic
Approved by:	College Executive Team
Effective Date:	September 2021
Reference:	
Links to Other Policy:	

St. Lawrence College is committed to making our resources fully accessible to all persons. This document will be made available in alternative format upon request.

BACKGROUND

Definitions:

This policy sets out the framework that will be followed for new program viability assessment, development, and approval.

Purpose:

St. Lawrence College requires new programming to be sustainable, both financially, and as a relevant provider of post-secondary education to our communities. This policy sets out the framework that will be followed for new program development.

Scope:

This policy applies to all new full-time or part-time post-secondary offerings, whether funded or non-funded, independent of delivery modality.

POLICY STATEMENTS

1. The viability assessment and development of new programs must be an open, transparent, college-wide endeavour that utilized the specialized skills of various departments across the college.
2. All program suggestions must be minimally assessed for labour market demand, student demand and required investment by the college as well as congruence with existing programming, MCU directives and the Mission, Vision and Strategic Mandate Agreement of the College.

3. New program approvals require the support of a relevant ADHoc Program Advisory Committee (AdHoc PAC), the College Board of Governors, the Credentials Validation Service (CVS) and/or Postsecondary Education Quality Assessment Board (PEQAB) and, if funding is requested, the Ministry of Colleges and Universities (MCU).
4. All new postsecondary offerings programs will follow the *New Program Assessment, Development and Approval Process* documentation developed and maintained by the Senior Vice President, Academic. See link below.

MONITORING

The Senior Vice President, Academic is responsible for monitoring this policy and updating required documentation.

POLICY REVISION DATE

Revised as needed and at least every five years; next required revision by September 2026.

SPECIFIC LINKS

Link to all New Program Assessment and Development Documentation:

At SLC.me under the Resources tab, Academic Operations.