



College Policy & Procedures Manual	
Category	6 - Instruction
Policy #	6.1.2 Program & Course Development & Approval

## 6.1.2 Program and Course Development and Approval

### **POLICY**

New courses and programs at the College of the Rockies will align with the College’s strategic plan, follow provincial requirements and legislation, meet the educational needs of students, and satisfy labour market demand and societal needs.

### **PURPOSE**

The quality and effectiveness of the College’s curricula and program development is critical to the College’s mission and the institution’s performance and accountability. The purpose of this policy is to ensure rigour in the development of quality programming at the College and a collaborative process for the development and approval of programming.

Relevant legislation includes Sections 6 (a), 6 (b) and 19.1 (e) of the Colleges and Institutes Act.

### **SCOPE**

This policy applies to the development of courses and College programs that lead to certificates, diplomas or degrees.

Relevant legislation includes Sections 23.1 (b), 23.1 (d) and 24.2 (f) of the Colleges and Institutes Act.

### **GUIDELINES**

- A. The College supports proposals for the development of new program/course opportunities identified by faculty, staff, students, administrators and external stakeholders that align with the strategic direction of the institution as approved by the Board of Governors.
- B. All programs leading to a College of the Rockies credential will reflect the values of the institution focusing on quality and student success.
- C. Program/course development is a consultative process lead by the Dean bringing together stakeholders including faculty, staff, external partners and institutional research to support the gathering and interpreting of relevant data to inform the proposal, approval, planning and implementation processes.

- D. All proposed new programs will outline program viability and sustainability, future educational or career opportunities for students and benefits to College partners and the community.
- E. In support of the Indigenous Education Protocol, the calls to action of the Truth and Reconciliation Commission of Canada and the United Nations Declaration of Rights of Indigenous Peoples, Indigenous approaches to teaching and learning will be considered in course and program development.
- F. New program and course development will consider inclusion of content so students have an opportunity to gain intercultural perspectives and competencies to adapt in an increasingly complex global context.

## **RESPONSIBILITY**

Vice President Academic and Applied Research and Vice President's Academic Council.

## **ADDITIONAL INFORMATION**

Related documents:

BC Degree Quality Assessment Board Guidelines and Criteria  
Colleges and Institutes Act  
Education Council Bylaws  
Program Development and Approval Procedures  
Truth and Reconciliation Commission of Canada  
United Nations Declaration of Rights of Indigenous Peoples  
Colleges and Institutes Canada Indigenous Education Protocol

Related policies:

*2.4.1 Credential Framework*  
*6.1.5 Program Cancellation and Suspension*  
*6.1.6 Program Quality Assurance*