

Policy Information	
Policy No:	AD-CO-4.11
Approved by:	Board of Governors
Approval Date:	July 23, 2019
Advice by Education Council:	June 4, 2019
Executive Responsible:	VP Academic
Administrator Responsible:	Various Administrators
Date of Next Review:	July 2024

## PROGRAM ADVISORY COMMITTEES

### Policy Statement

Each College of New Caledonia (CNC) program or cluster of programs is required to have a Program Advisory Committee (PAC). PACs provide strategic advice and assistance to their related CNC programs, while ensuring alignment with the institutional strategic plan, education plan, and the mission, vision, and mandates of the college.

### Purpose / Rationale

PACs are essential to ensure CNC continues to maintain a strong connection with employers, and the larger community. PACs are one of the chief means of providing advice on currency and relevancy of all academic and educational programming across all campuses in the region CNC serves. The purpose of this policy is to establish common standards for the establishment and ongoing support of CNC PACs.

PACs provide guidance on overall trends that may affect the curriculum and employability of CNC graduates. This could include an understanding of the skills and abilities employers and industry are likely to require in the future, potential technological change, changes to methodologies used by employers and industry, and advocacy on issues affecting the College and its mandate.

### Scope / Limits

This policy, and related procedures, apply to any course of studies that leads to a CNC credential, or an area of study for which a PAC is deemed to be appropriate by the College.

### Principles/Guidelines

1. PACs will assist the College with the following:
  - i) Advising the College on program outcomes, program development, program review, and program renewal.
  - ii) Advising the College on current and emerging trends in industry and the field that may affect the curriculum and employability of graduates, and the general health of the subject industry/field.
  - iii) Advising on the selection of specialized equipment and resources for the College

- iv) Advising CNC programs and courses are current, relevant, competitive and forward-looking
  - v) Advocate on behalf of the College on various initiatives as deemed necessary and appropriate
  - vi) Support CNC's fundraising activities to benefit the program area and the institution.
2. The focus of PACs will be on strategic issues that inform matters of enrolment, program development, program content and standards, student success, employment of graduates and other related matters.
  3. An ad-hoc PAC may be established when a new program is being developed. Ad-hoc PACs may become permanent PACs if so designated by the VPA.
  4. As individuals, PAC members do not speak on behalf of the PAC.
  5. PACs and PAC members do not speak on behalf of CNC.

### **Definitions**

1. Program: For the purpose of the policy and procedures, "program" includes any course of studies that leads to a CNC credential or "program cluster" as determined by the College or area of study for which a PAC is deemed as appropriate.

### **Legislative and Collective Agreement References**

College and Institute Act, Section 23(1)(i)

### **Links to Other Related Policies, Documents and Websites**

Program Advisory Committees procedures  
 Program Advisory Committees Nomination Form  
 Community Advisory Committees policy and procedures

### **Policy Amendment Log**

<b>Amendment Number:</b>	<b>Date:</b>
0	January 2019
1	July 2019
2	