



# COLLEGE OF THE NORTH ATLANTIC

## OPERATIONAL POLICY

### TOPIC: PROGRAM ADVISORY COMMITTEES

<b>Policy No.</b>	AC-110	<b>Division</b>	Academics
<b>Supersedes</b>	n/a	<b>Board Policy Ref.</b>	BP-AC-103B
<b>Related Procedure</b>	AC-110-PR	<b>Effective Date:</b>	September 12, 2007

#### 1. PURPOSE AND SCOPE

The purpose of this policy is to define the role of a program advisory committee and the process for establishing and maintaining such a committee.

#### 2. POLICY

As a means of ensuring quality and relevance in curriculum content, it is the policy of the College that an official Program Advisory Committee will be established for all programs for which one of the following parchments will be awarded: a Diploma, an Advanced Diploma or a Certificate (not including a Certificate of Continuing Education). The Program Advisory Committee will be expected to meet a minimum of once a year and its members will be officially appointed by the President. The establishment of a formal Program Advisory Committee should not preclude the role of Ad Hoc consultative committees and/or focus groups which include industry/business representatives and are designed to focus on a very specific issue.

#### 3. PROCEDURE

The Vice-President of Academic and Learner Services shall ensure that procedures are developed and implemented in accordance with this policy.

---

Approval History	
Approved by President	November 9, 1998
Reviewed	September 12, 2007
Next Review	December 2011