



# 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>	GP-RR-904
<b>Related Procedure</b>	AC-110-PR	<b>Effective Date</b>	October 11, 2023

#### 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 or cluster of programs for the following parchments awarded:

- applied degree
- advanced diploma
- diploma
- certificate (not including a Certificate of Participation or Certificate of Achievement)
- graduate certificate
- graduate diploma

Appointed by the President, the Program Advisory Committee will be expected to meet at least once a year. Establishing 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, Academics and Applied Research 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
Revision 1	November 4, 2016
Revision 2	October 11, 2023