

Policy History
Policy No. AC10
Approving Jurisdiction: Board of Governors, with Senate advice
Administrative Responsibility: Provost and Vice President Academic
Effective Date: January 27, 2016

Establishment, Revision, Suspension and/or Discontinuance of Programs Policy

A. CONTEXT AND PURPOSE

KPU is a special purpose, teaching university under the University Act. The University Act (RSBC 1996), Chapter 468, section 35.2 (6) (b) and (6) (d) addresses the issue of program establishment, revision or suspension and prioritization as follows:

“The senate of a special purpose, teaching university must advise the board, and the board must seek advice from the senate, on the development of educational policy for the following matters:

- (b) the establishment, revision or discontinuance of courses and programs at the special purpose teaching university;*
- (d) the priorities for implementation of new programs and courses leading to certificates, diplomas or degrees;”*

B. SCOPE AND LIMITS

This Policy and its related Procedures applies to all new programs at KPU that are being considered for implementation as well as the revision, suspension and/or discontinuance of all existing programs, under the jurisdiction of Senate. All issues pertaining to the establishment, revision or discontinuance of programs housed within a departmental unit must adhere to this policy. Refer to Policy GV9 regarding the Establishment and/or Discontinuance of Faculties and Departments.

C. STATEMENT OF POLICY PRINCIPLES

1. The university has a strategic plan and an academic plan against which the establishment, revision, suspension and/or discontinuance of programs will be evaluated.
2. A program may be recommended to be suspended or discontinued if one or more of the following conditions are met (but not limited to):
 - a. A minimum enrolment threshold has not been attained,
 - b. Program admission or declaration has been suspended for at least two semesters,
 - c. The program is no longer financially viable due to the cessation of funding from external source(s),

- d. The quality of the program has been compromised or the program no longer meets the required learning outcomes,
 - e. The program represents an increased liability risk to the university, or
 - f. The program no longer aligns with the strategic or academic goals of the university.
3. Proposals for the establishment, revision, suspension and/or discontinuance of programs must be developed through a transparent consultation process.
4. Proposals for the establishment, revision, suspension and/or discontinuance of programs must be comprehensively documented in order to assess all foreseeable consequences and impacts on students.
5. Proposals for the establishment, revision, suspension and/or discontinuance of programs may be initiated by a Dean, Director, or the Provost and Vice-President Academic, or by a Department, School, or Faculty (or a committee of one of these bodies), and will be submitted for consideration to the governing bodies as outlined in the procedures.
6. The establishment, revision, suspension and/or discontinuance of programs will be communicated to all interested stakeholders, including government as appropriate.
7. Students enrolled in a discontinued program will be provided with every opportunity to complete the program per the timelines outlined in Policy L.5, *Requirements for Graduation*.

D. DEFINITIONS

Refer to Section A of *AC10 Establishment, Revision, Suspension and/or Discontinuance Programs Procedure* for a list of definitions in support of this Policy.

E. RELATED POLICIES & LEGISLATION

AC3 Program Review

AR16 Requirements for Graduation

GV9 Establishment and/or Discontinuance of Faculties and Departments Policy

University Act [RSBC 1996], Chapter 468, section 35.2 (6) (b), (6) (d)

F. RELATED PROCEDURES

Refer to the *AC10 Establishment, Revision, Suspension and/or Discontinuance of Programs Procedure*.