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|-------------------|--------------------------------------|----------|----------------------|------------------|
| Policy Name       | <b>PROGRAM QUALITY ASSURANCE</b>     |          |                      | <i>Revised</i>   |
| Policy Number     | <b>AP 2.0</b>                        | Category | Academic Programming |                  |
| Policy Authority  | Manager, Program Excellence          |          | Effective Date       | January 29, 2025 |
| Executive Sponsor | Vice-President, Academic and Provost |          | Next Review Date     | January 29, 2025 |
| Approved By       | President and CEO                    |          | Frequency of Review  | every 5 years    |

### 1. POLICY STATEMENT

Medicine Hat College (MHC) applies quality assurance in the development, revision, and review of academic programs for the benefit of students and the region, in keeping with the college's commitment to continuous improvement.

### 2. SCOPE

This policy applies to all Ministry approved programs.

### 3. DEFINITIONS

- **Curriculum:** in the context of this policy, a collection of courses that fulfill program learning outcomes offered by MHC.
- **Medicine Hat College Academic Community:** MHC employees who are involved in the delivery of academic programs and academic support services.
- **Program Quality:** the degree to which programs have positive impacts on the development of students' knowledge, skills, competencies, and personal development.
- **Program Quality Assurance:** a comprehensive, periodic assessment that follows established processes to monitor and review performance, identify quality outcomes, and recommend improvements to academic programs.
- **Structure:** the required and elective courses, the level of the courses, and the number of credits assigned to each course that make up a program.

### 4. PRINCIPLES

- 4.1 Program Quality Assurance (QA) ensures alignment with institutional mandates and strategic goals and provides a basis for strategic planning and resource allocation.
- 4.2 The Medicine Hat College Academic Community is collectively responsible for maintaining and enhancing the quality of academic programs, and for improving the quality of the student learning experience.
- 4.3 Program QA is integral to all facets of the program lifecycle.
- 4.4 Program QA provides credible evidence for the purpose of in-time and actionable program and curricular improvement planning.

- 4.5 In order to ensure quality and effectiveness, the structure and curriculum of academic programs adheres to quality standards as determined by MHC and any applicable regulatory bodies.
- 4.6 Program quality is assessed based on a collection of evidence, and not on any single piece of evidence. Every program will be assessed using a consistent quality assurance process.
- 4.7 The program review cycle contributes to MHC’s commitment to continuous improvement.
- 4.8 External input is integral to MHC’s program quality review to achieve program effectiveness and relevancy.

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Kevin Shufflebotham  
President and CEO  
Date: January 29, 2025

**ORIGINAL COPY SIGNED**

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Nancy Brown  
Vice-President, Academic and Provost  
Date: January 29, 2025

| <b>Additional Information</b>                          | <b>Location</b>                   |
|--|-----------------------------------|
| Alberta Credential Framework                           | Open.Alberta.ca                   |
| Quality Assessment & Quality Assurance (CAQC Handbook) | caqc.alberta.ca                   |
| AP 2.1 Program Advisory Committees Procedure           | MHC Website and Policy SharePoint |
| AP 2.2 Program Review Procedure                        | MHC Website and Policy SharePoint |