



## PROGRAM ADVISORY COMMITTEE POLICY

Policy Area:	Board		
Policy Number:	PACPL_2405N_BA/PVPA		
Policy Sponsor:	Provost and Vice President Academic		
Policy Contact:	Office of the Provost and Vice President Academic		
Stakeholders:	Board of Governors, Education Council, Deans, Director CSCT, all program units		
Authority:	<i>College and Institute Act</i>		
Approval Authority:	Board of Governors		
Approval Date:	May 21, 2024		
Effective Date:	August 1, 2024		
Replaces or New:	New		
Last reviewed:	May 2024	Scheduled review date:	September 2028

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Procedures: *None*

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### 1. Policy Statement

Program Advisory Committees (PACs) help to ensure the overall quality and relevancy of courses of study through engagement with and by facilitating relationships with employer groups, community organizations, professional associations, or other relevant individuals.

### 2. Purpose

This Policy defines the requirements and authorities for PACs.

### 3. Scope and Application

This policy applies to any course of studies that leads to an Okanagan College credential, or an area of study for which a program advisory committee is deemed by the College to be appropriate.

For the purpose of this policy a "Program" is a course of study that leads to an Okanagan College credential. Program may also refer to any area of study for which a PAC is deemed by the College to be appropriate.

#### 4. Principles

- 4.1 Okanagan College values the strategic input and advice of community members and other relevant stakeholders who have an interest in the college's Programs and graduates.
- 4.2 A PAC may be established for Okanagan College certificate, diploma, and degree programs or collection thereof. The decisions for establishing a PAC will be made by the appropriate Dean or Director.
- 4.3 The PAC serves in an advisory role to the Dean or Director or department to ensure program relevance to the requirements of the workplace and/or profession.
- 4.4 The PAC has no responsibility for college operational or administrative matters. This includes, but is not limited to human resource issues, curriculum development, teaching methods, student and staff evaluation, financial management decisions, and budget allocations.
- 4.5 The PAC and its members do not collectively or individually represent the program or the College.

#### 5. Related Acts and Regulations

*None.*

#### 6. Supporting References, Policies, Procedures and Forms

*Program Advisory Terms of Reference (available through the Provost Office)*

#### 7. History / Revisions

Date	Action
2024-05-21	Approved by Board of Governors: <i>Program Advisory Committee Policy</i> on Advice of Education Council (May 2, 2024)