

New Program Development and Approval Policy

Policy Type: Academic

Policy Owner: Vice President, Academic

Approval Date: July 14, 2026

Replaces: Version 2024

Initial Year of Issue: November 12, 2014

Corresponding Procedure: [New Program Development and Approval Operating Procedure](#)

Purpose

To ensure the development of new academic programs align with Cambrian's strategic priorities, ministry, regulatory and quality assurance standards, address the current and anticipated needs of student's industry, employers and the broader community, and are sustainable.

Scope

This policy applies to all new programs at Cambrian College, including Local College Credentials, Ontario College Certificates, Ontario College Diplomas, Ontario College Advanced Diplomas, Ontario College Graduate Certificates, Ontario College Apprenticeships, and Degrees.

Definitions

Local college certificate: a certificate that is approved by Cambrian's Board of Governors or Senior Team for delivery at Cambrian.

Program of instruction: a group of related courses leading to a diploma, certificate or other credential awarded by the Board of Governors.

Policy Statements

1. New programs are developed in response to an identified labour market demand, emerging technologies, and/or changing industry or societal needs.

2. All new programs of instruction shall:
 - a. Align with the College's Strategic Plan, Strategic Mandate Agreement, Program Development Framework, and/or Strategic Enrolment Management Framework.
 - b. Adhere to all applicable requirements of Ministry of Colleges, Universities, Research Excellence and Security (MCURES) policy directives and/or Postsecondary Education Quality Assessment Board (PEQAB) degree program quality review standards, structure and benchmarks.
 - c. Be in accordance, with relevant accreditation (where applicable) and industry standards/certifications.
 - d. Be supported by an evidence-based and data-informed decision process.
 - e. Be supported by industry and/or a relevant Program Advisory Committee, either permanent or ad hoc prior to submission for approval.
 - f. Be consultative and collaborative, inclusive of all relevant internal and external parties.
 - g. Reflect best practices in adult education and training.
 - h. Demonstrate fiscal sustainability based on enrolment projections.
3. The Board of Governors approves new programs of instruction as per the Minister's Binding Policy Directive, Framework for Programs of Instruction.
4. The approval of Local College Credentials will follow a modified process outlined in the New Program and Approval Operating Procedure.
5. New programs of instruction will only be implemented after receipt of all internal and external approvals.
6. Programs that have been cancelled with the MCURES will be considered a new program and must adhere to the requirements of this policy and associated procedure for re-instatement.

Responsibilities and Accountability

Vice President, Academic is responsible for:

- Overseeing the development, review, implementation and compliance of this policy and associated procedures.
- Ensuring the overall quality and integrity of academic programs.

Planning, Institutional Research, and Quality is responsible for:

- Reviewing and updating this policy and associated procedures and communicating changes.
- Facilitating the new program development and approval process and providing guidance and support.
- Monitoring compliance and ensuring new programs are developed in accordance with ministry requirements.

Deans/Chairs are responsible for:

- Complying with the requirements of this policy.
- Ensuring the policy requirements are clearly communicated to their staff.
- Supporting full participation of their faculty and staff in the development of curriculum in accordance with the requirements of this policy.

Office of the Registrar is responsible for:

- Managing the official curricular and program records.

Faculty is responsible for:

- Complying with the requirements of this policy and related procedures.
- Participating in the development of curriculum as required.

Procedures/Forms

- [New Program Development and Approval Operating Procedure](#)
- [Program Modifications Operating Procedure](#)
- [Curriculum Development Operating Procedure](#)

Related Policies

- [Program Quality Assurance Policy](#)
- [Academic Program Suspension and Cancellation Policy](#)

References

- [Admissions Criteria, Minister's Binding Policy Directive \(MCU\)](#)
- [College Quality Assurance Audit Process \(CQAAP\)](#)
- [Framework for Programs of Instruction, Minister's Binding Policy Directive \(MCU\)](#)

- [Funding Approval of Programs of Instruction, Minister's Binding Policy Directive \(MCU\)](#)
- [Governance and Accountability Framework, Minister's Binding Policy Directive \(MCU\)](#)
- [Manual for Ontario Colleges. The Post-Secondary Education Quality Assessment Board \(PEQAB\)](#)
- [Ontario Colleges of Applied Arts and Technology Act, 2002, S.O. 2002, c. 8, Sched. F](#)
- [Ontario Qualifications Framework \(MCU\)](#)
- [Post-Secondary Education Choice and Excellence Act, 2000](#)
- [Cambrian College Program Development Framework](#)
- [Cambrian College Strategic Enrolment Management Framework](#)