

POLICY

Aurora College may suspend or discontinue programs as necessary to meet changing educational needs.

PRINCIPLES

1. Aurora College is responsible for delivering quality programs that are relevant and current.
2. Aurora College shall be transparent and accountable in how it suspends and discontinues programs.

SCOPE

This policy and its related procedures apply to all instructional programs under the jurisdiction of Aurora College that are being considered for suspension or discontinuation.

DEFINITIONS

Instructional program: For the purposes of this policy, an instructional program is an integrated group of courses or learning activities.

Program Suspension: A temporary cessation of a program whereby students will not be admitted to a program for a defined period of time.

Program Discontinuation: Permanent closure of a program which includes removal from future academic calendars and cessation of admission to the designated program.

Vice President: In this procedure Vice President means either the Vice President, Community and Extensions or the Vice President, Education and Training.

1 GENERAL

- 1.1 Only the President can approve the suspension or discontinuation of a program.
- 1.2 An instructional program (“program”) may be recommended to be suspended or discontinued if one or more of the following conditions are met (but not limited to):
 - i. A minimum enrolment threshold has not been maintained;
 - ii. Program admission has been suspended for at least two years;
 - iii. The program is no longer financially viable due to the cessation of funding from external source(s);
 - iv. The quality of the program has been compromised or the program no longer

meets the required learning outcomes;

- v. The program represents an increased liability risk to the college;
- vi. The program no longer aligns with the strategic or academic goals of the college;
- vii. The program no longer meets the needs of relevant industry; or
- viii. The program does not align with current and forecast labour market demand.

- 1.3 Proposals for the suspension and/or discontinuation of a program will be developed through a transparent consultation process.
- 1.4 Proposals for the suspension and/or discontinuation of a program will be comprehensively documented to assess potential consequences and effects on students.
- 1.5 Proposals for the suspension and/or discontinuation of a program will be initiated by the Vice President in consultation with the relevant faculty.
- 1.6 The suspension and/or discontinuation of a program will be communicated to all interested stakeholders, including government as appropriate.
- 1.7 Students enrolled in a discontinued program will be provided with every opportunity to complete the program per the timelines outlined in *C.49 Program Completion Grace Period Policy*.

SUPPORTING PROCEDURES, FORMS, AND RULES

The Vice President, Community and Extensions and the Vice President, Education and Training (or their designees) are responsible for managing the supporting procedures, forms, and rules for this policy.

Suspension and Discontinuation of Programs Procedure

RELATED POLICIES

C.49 Program Completion Grace Period Policy

RELATED AURORA COLLEGE BYLAWS

None



FACT SHEET

DATES:

2019-11-07

G.21 Suspension and Discontinuation of Programs Policy issued.
Approved by Administrator, Aurora College Ref.#Admin-18-2019.
Implemented November 7, 2019.