

Policy Title	Academic Program Review, Suspension and Cancellation Policy
Policy Holder	Vice President Academic
Policy Approver(s)	Senior Team
Related Policies	Ch5-s6-08 New Program Development Policy
Related Procedures	Ch5-s6-02b Academic Program Review, Suspension and Cancellation Procedure
Appendices	
Storage Location	Website - https://www.confederationcollege.ca/policies-and-procedures
Effective Date	2025-Feb-01
Next Review Date	2030-Feb-01

Purpose

To ensure Confederation College's commitment to program quality by providing a framework for the regular review, potential suspension, and cancellation of academic programs. The review process will consider the need and demand for programs, their operational efficiency and effectiveness, alignment with college priorities, and program quality. This policy also incorporates guidelines and procedures as set out by the Ministry of Colleges, Universities, Research Excellence and Security (MCURES) for program suspension and cancellation.

Scope

This policy applies to all academic credit programs offered at Confederation College. Separate policies and procedures may apply to non-credit programming.

Definitions

Annual Program Review (APR): An annual cycle beginning each May to support continuous program improvement, compliance with quality assurance standards, and the identification of areas for potential program revitalization.

Comprehensive Program Review (CPR): A comprehensive, facilitated review process conducted every five to seven years to evaluate, improve, and enhance existing programs. This process incorporates evidence-based revisions to curriculum, delivery methods, and other program components based on the findings of the review.

Financial Program Review (FPR): A review conducted for programs demonstrating consistent negative contributions, aiming to develop a plan for achieving long-term financial sustainability.

Program Health Criteria: Key indicators used to determine the overall health and viability of a program, such as exceptional student experience, enrolment management and financial contribution.

Suspension: A temporary halt to admissions for a specific program intake or an entire program offering (no future intakes planned).

Cancellation: The permanent termination of a program offering, with no further student intake.

Teach-Out Plan: A structured plan outlining the pathway for currently enrolled students to complete their program in the event of a suspension or cancellation.

Governing Laws and Regulations

Ontario Colleges of Applied Arts and Technology Act, 2002

Minister's Binding Policy Directive on the Framework for Programs of Instruction

Minister's Binding Policy Directive - Program Suspension and Cancellation: Operating Procedure

Ontario College Quality Assurance Service (OCQAS) Standards and Requirements

Policy Statements

1. All programs undergo annual assessment using the APR process, Program Health Checklist, and Program Improvement Plans (PIPs).
2. Programs identified as potentially needing renewal/review or requiring a financial viability review will be determined through established program health indicators and data analysis, including but not limited to:
 - student demand and impact.
 - community needs.
 - employment trends and employer needs.
 - new program development needs and opportunities.
 - program cost and sustainability.
 - perceived or actual competition or redundancies with other college programs.
 - educational pathways.
 - collective agreement provisions.
 - availability of qualified faculty.
 - space and resource implications.
 - program quality assurance.
 - the College's program mix; and
 - alignment with the College's strategic priorities.

3. Programs recommended for suspension or cancellation will have a suspension/cancellation plan developed and communicated by the Vice President Academic and approved by Senior Team.
4. Program decisions are made and communicated in a respectful, timely, and considerate manner.
5. Program suspension or cancellation decisions will adhere to the MCURES's Program Suspension and Cancellation: Operating Procedure.
6. Applicants and students impacted by the decision to suspend or cancel a program, or intake will be notified and provided with alternative program options where possible. The College will endeavor to minimize the impact of any program suspension or cancellation on applicants, students, faculty, and staff.

Non-Compliance

Failure to comply with this policy may result in:

1. Ineffective allocation of resources hindering the college's sustainability and strategic objectives.
2. Negative impact on program quality, student success, and graduate outcomes.
3. Potential sanctions or penalties from the MCURES, including program cancellation or funding reductions.

Revision History

Version	Change	Author	Date of Change
2025Dec1	Provide clarity and remove reference to revitalization.	Aaron Skillen, Don Duclos & Shane Strickland	2025Dec1