



BOARD MANAGEMENT REPORT

Report Title:	Click here to enter text.									
Link to Strategic Theme/Priority	Choose an item.				Choose an item.					
Link to Strategic Mandate Agreement (Program Areas of Differentiation and Growth)	Choose an item.									
Report Number:	Click here to enter text.			Date to Committee:	Click here to enter a date.		Date to Board:	Click here to enter a date.		
Report To:	Program Development & Renewal									
Author(s):	<Insert AD name and title> @mohawkcollege.ca									
Internal Approvals	Date Approved by Program Advisory Committee			19/04/2018		Date Approved by SEM Committee			Click here to enter a date.	
Item Class:	Closed	<input type="checkbox"/>	Open	<input checked="" type="checkbox"/>	Decision	<input checked="" type="checkbox"/>	Information	<input type="checkbox"/>	Consent	<input type="checkbox"/>

1.0 RECOMMENDATION:

THAT
 the Board of Governors approve the new program proposal, as included in Report #XXX, Program Proposal: <insert program name>.

2.0 PURPOSE/ EXECUTIVE SUMMARY/ LINK TO STRATEGIC PLAN:

The purpose of this report is to recommend the approval of the proposed program: <insert program name>

3.0 BACKGROUND:

Overview

<insert one brief paragraph describing the history behind the proposed program, and how it fits into the existing program mix>

- Proposed Credential: Choose an item.
- Planned Start Date: <insert term planned to start>
- Planned Semester One Enrolment: <insert planned intake size>

4.0 DISCUSSION:

Program Rationale

<insert one paragraph rationale for the program. Also include target student demographic (i.e. international, aboriginal, mature, direct, grads, etc..)>

Program Curriculum

The proposed program curriculum is presented in two appendices:

- Appendix A provides the Program Description, including program learning outcomes and admission requirements;
- Appendix B provides the Program Curriculum, including course names and course descriptions.

Graduate Pathways

<insert one paragraph detailing pathways for graduates including employment (identify specific vocations), and further academic study>

International Student Demand/Opportunities

<insert one paragraph detailing whether or not this program will appeal to the international market and the accommodations, if any to facilities enrollment opportunities. Note the financials must also reflect any international opportunity>

Market Demand

Competition

Other Ontario Colleges offering a similar program, along with their historic demand data, are included in the following table:

Fall Term Application Cycle			APPLICATION					REGISTRATION					
College	Program Code	Program Title	2012	2013	2014	2015	2016*	Average Change	2012	2013	2014	2015	Average Change
SUB-TOTAL													

*

Labour Market Demand

<insert one to two paragraphs detailing labour market demand - may include both formal statistical sources as well as anecdotal data from local employers, i.e. Arcellor Mittal Dofasco has identified the need for 100 electrical engineering technicians over the next five years>

Program Advisory Committee and Local Industry Support

Please see Appendix C for copies of PAC motions supporting the new programs as well as any additional evidence support this program proposal.

Program Delivery

<insert one paragraph detailing any unique aspects of the program delivery - i.e. through CE model, one weekend per month; online modules, etc...>.

5.0 STUDENT IMPACT:

<insert any student impacts>

6.0 FINANCIAL IMPACT:

A detailed Financial Analysis is provided in Appendix D. Based on the assumptions stated in the appendix, this program requires an enrolment of XX students to break-even and an enrolment of XX students to achieve a contribution margin of 42% (college average).

7.0 HUMAN RESOURCES AND COMMUNICATIONS:

<insert any HR implications>

8.0 GOVERNMENT/REGULATORY / LEGAL IMPACT:

<insert any regulatory / accreditation requirements>

9.0 CONCLUSION:

<insert one paragraph conclusion>.

ORIGINAL SIGNED BY PAUL ARMSTRONG

ORIGINAL SIGNED BY RON J. MCKERLIE

Paul Armstrong
Vice President, Academic

Ron J. McKerlie
President

Appendices:

- Appendix A: Program Description
- Appendix B: Program Curriculum
- Appendix C: Program Advisory Committee Support
- Appendix D: Program Financial Information

**APPENDIX A
PROGRAM DESCRIPTION**

PROGRAM DESCRIPTION: <insert program description>
VOCATIONAL PROGRAM LEARNING OUTCOMES: <i>The graduate has reliably demonstrated the ability to:</i> <ol style="list-style-type: none">1. Learning Outcome 12. Learning Outcome 2
ADMISSION REQUIREMENTS: <ol style="list-style-type: none">1. An Ontario College Diploma or University Degree2. Other equivalent post-secondary experience or qualifications will be considered by Mohawk3.

APPENDIX C
PROGRAM ADVISORY COMMITTEE SUPPORT

<insert copies of motions and voting results>

<insert any other industry support documentation required>

**APPENDIX D
PROGRAM FINANCIAL INFORMATION**