

# National College Process and Plans for Program Improvement

National College has established a rigorous yet responsive structure for making changes to its academic programs. The academic programs are reviewed by the following committees for academic changes.

Each campus has established a Campus Academic Committee composed of both adjunct and appointed faculty members. This committee is responsible for collection and coordination of all academic input at the campus level. Academic input can come from a variety of sources which include, but are not limited to: faculty and staff members, current students, and Campus Advisory Boards. This committee then forwards necessary academic concerns, such as textbook change requests and program modifications, to the Institutional Academic Committee.

The Institutional Academic Committee is composed of faculty members from each campus location. This committee accepts input from each of the campus academic committees as well as direct requests and suggestions from faculty and staff members and from the student body. The committee will vote on the submissions and then forward their recommendations to the Executive Academic Committee. The core members of this committee bring a wide range of skills and education to the supervision of all academic programs.

The Executive Academic Committee is composed of the chairpersons from the Institutional Academic Committees, the College President, the Vice President(s), the Regional Director of Operations, the members of the Compliance Department, the Institutional Director of Healthcare Education, a representative from the IT department, and a representative from the ASC Academic Department. This committee oversees the administration of all academic changes, modifications and enhancements for the College. The committee was designed to bring together the input from all 30 locations of the College. The committee accepts input from the Institutional Academic Committees and other resources (faculty, staff, students and advisory board, etc.) on academic changes, modifications and enhancements and one of four scenarios occurs: 1) the request for action is approved and implemented, 2) the request for action is sent to a task force for further study and recommendations, 3) the request for action is referred back to the Institutional Academic Committee for further refinement or modification or 4) the request is rejected. The Executive Academic Committee has the final say on all requests for change or modification to academic programs at the institution.