



**PROCEDURE: Development of a Programme framework**

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Inception Date	1 July 2018		
Procedure Owner	Dean: Design		
<b>Review Register</b>		<b>Date</b>	<b>Signature</b>
Approved by QMS Sub-committee	QMS Chairperson	01/07/2018	Name: Louise Fuller Signature:
Approved by MANCO	MANCO Chairperson	01/07/2018	Name: Benjamin Anderson Signature:
Revision Frequency	Annually		
Review Date	June 2019		
Review History			

**Related documents**

<p><b>Da Vinci internal</b> (e.g. Policies, Regulations, Guidelines, Contracts)</p> <ul style="list-style-type: none"> <li>Policy: Curriculum Design and the Development of Learning and Assessment Resources</li> </ul>	<p><b>Other/External</b> (e.g. Legislation, DHET and CHE directives and guidelines)</p> <ul style="list-style-type: none"> <li>Constitution of the Republic of South Africa: 1996</li> <li>Higher Education Act (Act 101 of 1997)</li> <li>CHE: Higher Education Quality Committee (HEQC) Criteria for Programme Accreditation: November, 2004</li> <li>Labour Relations Act (Act 66 of 1995) as amended</li> <li>CHE: Distance Higher Education Programmes in a Digital Era: Good Practice Guide, 2014</li> <li>SAQA: National Policy and Criteria for Designing and Implementing Assessment for NQF Qualifications and Part Qualifications and Professional Designations in South Africa, 2017</li> </ul>
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<b>Website address of this document:</b>	<b><a href="http://www.davinci.ac.za">www.davinci.ac.za</a></b>
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## Procedure Description

This procedure document will be for the development of programme framework.

Step	Description	Notes
1	Business Development identify an industry need	
2	Design Office workshop with programme with originators and relevant faculty	
3	Programme originator to propose a set of study themes	
4	Design Office amend and approve the themes and suggest module titles and possible module weightings	
5	Design Office develop outcomes presented in the form of an intergrated design document	
6	Dean: Design amend and approve intergrated design document	
7	Final document goes back to programme originator for finalisation.	
8	Dean Design draft a programme framework	
9	QMS sub committee to approve framework	Framework not approved go back to step 4
10	Academic Board approve framework	
11	Council to ratify framework	
12	Instruction for development of courseware is given	

## Stakeholders

#	Stakeholder
1	Dean: Teaching & Learning
2	Dean: Design
3	Dean: Research
4	Registrar

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## Version Control

<b>Procedure Owner</b>	<b>Version #</b>	<b>Date</b>	<b>Reason</b>
Dean Design	001	01 July 2018	