



Program Health Process Update

Dear Colleagues,

To achieve the Idaho State Board of Educations' requirement to complete **Program Prioritization** every five years, Academic Affairs has coordinated closely with the Faculty Senate over the past year to create a new process for Program Prioritization, known as Program Health and Sustainability at ISU.

I recognize that Program Prioritization can be a concerning process, and I want to make it very clear that the Provost's Office views this effort as an opportunity to highlight the strengths of our programs, identify areas for improvement, and to ensure that our programs are meeting their potential. We will rely on the faculty at the program level to articulate the challenges, opportunities, and special needs of the programs and build the basis for action plans.

The Faculty Senate approved **Idaho State University's new Program Health and Sustainability Model** in the spring 2020 term. During the Summer of 2020, Academic Affairs conducted a successful beta test with four programs from different colleges. Using the programs' feedback, Academic Affairs made slight changes to the overall process and, in mid-September 2020, began the campus-wide assessment initiative.

Dr. Joanne Togle, Vice Provost, is responsible for the Program Health and Sustainability Program in Academic Affairs and presented to the colleges' deans, associate deans, and department chairs the assessment requirements and the instructions for implementation. Academic Affairs requested that colleges share the data with the faculty and ensure that they include faculty when analyzing the data and action planning. Individual faculty may request view-only access to the Box files by contacting Stefanie Shaddock at shadstef@isu.edu.

The next steps of the Program Health and Sustainability Process

Phase I: Packets Due to Academic Affairs- Present-November 20: Analysis of data is underway in the departments. Faculty and chairs will complete their analysis of the programs by November 2, and deans will quintile the college's programs. **Program packets** will include the scores and a narrative explaining how the college arrived at the scores as well as address other information that influenced the scores. Deans will then provide their college's assembled packet that contains the quintile document and the narratives to Academic Affairs by November 20.

Phase II: Packets Reviewed- November 20-December 1: Academic Affairs will assemble a master document of the colleges' quintiled programs and narratives for review by the Faculty Senate, Council of Deans, and the Administrative Council.

Phase II: Review Packets- December 2-January 12: Faculty Senate, Deans Council, and the Administrative Council will review and provide Academic Affairs with feedback on the program assessments for use in the action plans.

Phase III: Action Plan Development- November 20-February 15. Faculty, chairs, and deans will develop action plans using a standardized [template](#) and the feedback provided by Academic Affairs. Colleges will provide the action plans and use this [tracking document](#) to list them. Possible types of action plans include:

- Improvement plan
- Consolidation
- Restructure
- Investment/reallocation of resources
- Other innovations
- New programs
- Program elimination

Phase IV: Incorporation Action Plans into Budget- February 22: The expectation is that the deans will incorporate applicable action plan budget impacts into their 2022 budget requests before submitting their budgets to Academic Affairs.

Final Submission: Submit Packet to State Board of Education- April 15: Academic Affairs will include the action plans in the comprehensive packet, provide it to the Administrative Council for approval, then submit it to the State Board of Education with an Executive Summary of the process and action plans.

This email was sent to Idaho State University faculty and deans.
Send comments, feedback, and questions to communications@isu.edu.