

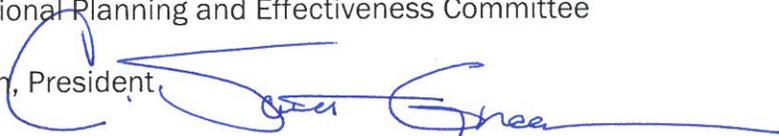


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## MEMORANDUM

Date: November 22, 2019

To: John Wiencek, Provost and Executive Vice President  
Chair, Institutional Planning and Effectiveness Committee

From: C. Scott Green, President, 

Subject: 2019-20 IPEC Committee Charge

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Provost Wiencek please share the information below with the members of the Institutional Planning and Effectiveness Committee (IPEC):

Thank you for serving in this important role to help guide our planning processes on campus. This year we will have a few activities requiring your guidance. As an advisory committee to me, please provide recommendations for action that I can consider. In particular, we are in need of a refresh to our program prioritization process. Please work quickly to refresh the academic program evaluation portion of the program prioritization process within the coming weeks so that we can consider academic programs that may no longer be viable. I also would appreciate it if all non-academic areas refresh and rerun the program prioritization process by the end of this academic year. Beyond program prioritization, we will need your assistance with some adjustments to our definition of mission fulfillment and strategic goals as required for the new NWCCU accreditation standards.

We have a white paper that describes our recent efforts on program prioritization, I am attaching it for your review and to also consider the work of the REAPP (Re-Envisioning Another Program Prioritization) committee, comprised by IPEC with faculty and staff, to suggest revisions to the process. The key revisions will be to criteria one and two. With respect to measures of productivity and contribution to strategic goals, metrics should reward enrollment, graduation and tangible measures of research productivity (e.g. program majors, student credit hours taught, research expenditures, F&A generation, degree production, etc.). I would anticipate that these measures will inform the work of our Sustainable Finance Budget workgroup. I also encourage a triage approach to allow a strict quantitative assessment that provides an initial binning into relative priorities followed by a focused process on those programs on the lower end of the evaluation scale for qualitative measures (quality, national reputation, potential for redirection, and future growth). A final step would be an appeal process to myself before any programs are recommended for closure.

For non-academic units, I encourage an approach that builds off of the program review process developed within the Provost's office for non-academic units. This process may need a few years to provide sufficient longitudinal data but should commence this year and be integrated into our larger accreditation process of continuous improvement.

In closing, I thank you for agreeing to serve on IPEC and look forward to hearing about your progress in the coming weeks. Provost Wiencek can answer any questions regarding deliverables and timelines. Again, I am grateful for your service.

*Attachment: Update on Program Prioritization at the University of Idaho Final*

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