

## ACADEMIC PRIORITIZATION OVERVIEW

### INSTITUTION: The University of Montana Western

Current State of Prioritization Process	Issues to Resolve	Next Steps	Lessons Learned
<ul style="list-style-type: none"> <li>• Beginning</li> </ul> <p>The University of Montana Western is engaging in a program prioritization process which we call – Strategic Planning and Programming.</p> <p>Strategic Planning and Programming provides a structure and process for effective decision making and stewardship of resources that leads to sustainability.</p> <p>Within Departments, an academic or service program is any activity or collection of functions and activities that are goal oriented and consume measureable and discrete resources: dollars, people, space equipment or time.</p>	<p>Reorganization of the academic organizational structure.</p> <p>Development of the procedure and timeframe for implementation of Departmental Program Review.</p> <p>Development of the criteria to be used in the program review process.</p> <p>There are currently 10 academic departments and department chairs that do not have authority to supervise and evaluate faculty members; therefore, all faculty report directly to the Provost.</p> <p>The current structure makes it difficult to consistently and effectively implement and sustain required program procedures.</p>	<p>Complete the reorganization of the academic affairs structure during FY18.</p> <p>Complete the development of the procedure and timeline for implementation of Departmental Program Review this fall.</p> <p>There are two scheduled Faculty Forums (November 1 and December 13) to discuss criteria to be measured annually.</p> <p>In addition, there are two options of software to use and we are experimenting to determine which one will best meet faculty and staff needs.</p> <p>It is anticipated that during spring semester, departments will complete Departmental Program Review and each department would continue to conduct a program review each spring thereafter.</p>	<p>So far, we have learned that departments are at different stages of using data to inform decisions related to future direction of department, program development, course rotation and delivery, assessment, faculty ratio, advising and budget/resources.</p> <p>We have also learned that the program review process needs to be standardized and done consistently by each department each year so that university resources can be aligned with program needs.</p>

## ADMINISTRATIVE SERVICES PRIORITIZATION OVERVIEW

### INSTITUTION: The University of Montana Western

<ul style="list-style-type: none"> <li>• Beginning</li> </ul> <p>The University of Montana Western is engaging in a program prioritization process which we call – Strategic Planning and Programming.</p> <p>Strategic Planning and Programming provides a structure and process for effective decision making and stewardship of resources that leads to sustainability.</p> <p>Within Departments, an academic or service program is any activity or collection of functions and activities that are goal oriented and consume measureable and discrete resources: dollars, people, space equipment or time.</p>	<ul style="list-style-type: none"> <li>• <i>Focus on procedural issues rather than programmatic.</i></li> </ul> <p>Develop consistent documentation across departments.</p> <p>Verify if measures will produce meaningful results.</p>	<ul style="list-style-type: none"> <li>• <i>Specify timeline for completion</i></li> </ul> <p>During summer 2017, the Academic and Administration Council (AAC) developed tentative spreadsheets to be used by all administrative services and academic departments to address the importance of programs in relation to the university mission, core themes and priorities.</p> <p>Establish meeting dates during fall semester to discuss criteria.</p> <p>During spring semester, departments will complete Departmental Program Review.</p> <p>During June and July, review and use data to plan for upcoming year.</p>	<ul style="list-style-type: none"> <li>• <i>Include best practices garnered from procedure, not specific program areas</i></li> </ul> <p>Since we are at the beginning of Strategic Planning and Programming we do not have reported Lessons Learned yet.</p>
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