

## DRAFT

### Program Review Process:

**Dates:** December 7 and 8, 2017

**Committee (14):** Deans, Associate Deans, Victoria Reid, Natalie Herring, Catherine Andersen, Darlene Smith

**Presentation by School:** The leadership of each school (dean and/or associate dean) will present an analysis of each of the degree programs (certificates are peripheral – discussion would be included to show how cert enhances/distracts from particular program offerings) in their school. For each program, a decision should be made to invest, make minor enhancements to maintain enrollments/market share, undertake significant realignment, or divest. It is expected that each school would have programs falling into each of these four categories. At the end of the presentation, the school's leadership will share the results of the following exercise:

As CEO of your school, assume you have been given up to \$1 million to invest in your academic program portfolio.

- Distribute these funds over your programs based on highest potential for growth and financial stability. For example, you may elect to allocate 100% of the funds to only one program or perhaps allocate the funds proportionately across multiple programs.
- The allocation should reflect where you believe your school will receive the greatest return on investment based on your analysis and presentation of achievable program outcomes (cost savings and/or enrollment and revenue growth).
- Remember that some programs should receive zero investment dollars because they have been targeted for divestment.
- The total allocation must sum to \$1 million.

**Deliverables:** Each dean will provide the committee members with (1) a brief summary of the analysis of the programs and (2) the distribution of the investment funds.

**Committee Response:** The committee will assume the role of an Investment Committee. As such, members are free to ask clarifying questions and provide any additional information / observations. After the presentation by the academic leadership of the school, the committee will:

- Form deliberation teams based on school/unit affiliation (e.g., Dean/Assoc. Dean from each college, EMM, Provost Office) and,
- Electronically and confidentially submit their recommendations on how to best allocate the \$1 million to achieve University goals. *Teams are not obligated to invest the full \$1 million but must allocate a minimum of \$500,000.*

**Timeline:** This process will be repeated for each academic division. We will proceed through the colleges as follows: CAS, CPA, MSB, Law. Each school will have up to 2 hours to present their analysis and recommendations. The Investment Teams' deliberations should not exceed 30 minutes. All schools should be prepared to present on the first day, just in case we are able to progress more quickly than anticipated.