

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

MOTION:

The UAF Faculty Senate moves to replace the existing Program Review structure to align with Board of Regents Policy and UA Regulations (10.06) and NWCCU standards. This motion revises the committee structure. Specifically, the two committee levels of review will be a College or School Level Committee that provides recommendations for program improvement or a recommendation for further review and a University Wide Level Committee that may recommend actions up to and including program deletion.

Rationale:

The 2017 revision to the program review process was conceived as a response to budget-driven expedited program reviews that have concluded. This motion revises the regular program review process to align with Board of Regents policy and NWCCU standards and recommendations following work by a Faculty Senate ad hoc committee created in April 2021 and a year-long Process Improvement Effort, involving multiple stages of stakeholder feedback and redesign.

The new process is intended to increase flexibility and provide a formative and collegial review at the College or School level, eliminate the need for additional levels of review for the majority of programs, and focus attention on program improvement and growth. **During the period 2016-2020 in the regular program review cycle, 98.7% of programs reviewed were continued.**

A side-by-side comparison showing additions and deletions and the original previous motion are attached.

The program review committee structure shall be as follows:

Program reviews are conducted by a committee formed in each College or School **consisting of a minimum of 4 faculty members from the College or School. These committees will be formed by the Dean or Director in consultation with the programs within the College or School. Each program within the College or School will put forward their recommendation of faculty members to serve on the committee. The Dean or Director shall choose from these recommendations. The committee will consist of these faculty members, one faculty member from outside the unit, and a Dean or Director or Dean's or Director's representative external to the school or college as an ex officio member.**

The unit-level committee will provide recommendations and feedback, which may include a recommendation for further review.

If a program receives a further review recommendation, then the review will move to the University Wide Program Review Committee. The University Wide Committee will comprise a faculty representative from each School and College and three administrative representatives (the

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

administrator of the program being reviewed, the Vice Provost, and one additional administrator external to the program). Possible recommendations from the University Wide Committee are:

- a. Program continuation
- b. Program continuation with an action plan
- c. Other actions, such as a major program restructuring
- d. Suspend admissions to program
- e. Program discontinuation

The Provost, in consultation with the Chancellor's Cabinet, shall review the recommendations of the university wide committee and take one of the following actions:

- a. Program continuation is confirmed with any recommendations for improvement suggested by the committee.
- b. An action such as a major program restructuring, in which case an action plan shall be required by the end of the next regular academic semester.
- c. Recommend to discontinue program. When appropriate, admissions may be suspended pending action.

Programs shall have the following opportunities for response to committee recommendations:

The College or School Level Review Committee shall allow representatives from the program under review to attend the meeting and to answer questions **if no representatives of that program are members of the committee. The College or School level review committee shall complete the reporting template.** The program under review has the option to send a response to the **Dean, Dean's representative or Director** within two weeks.

Faculty Senate reviews the recommendations to discontinue or suspend programs and states their collective agreement or disagreement with the Chancellor's Cabinet's recommendation. If the Faculty Senate disagrees, it shall provide an alternate recommendation by the end of the semester in which the Chancellor 's Cabinet's recommendation is made.

The Chancellor reviews all levels of recommendations and decides whether to recommend program discontinuation to the Board of Regents.

[Link to NWCCU standards](#)

[Link to Board of Regents policy](#)

Additions : ***bold italics***

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

Deletions: strikethrough

Proposed Motion	Motion passed at UAF Faculty Senate Meeting #222 on April 3, 2017
<p>The program review committee structure shall be as follows:</p> <p>Program reviews are conducted by a committee formed in each College or School consisting of a minimum of 4 faculty members from the College or School. These committees will be formed by the Dean or Director in consultation with the programs within the College or School. Each program within the College or School will put forward their recommendation of faculty members to serve on the committee. The Dean or Director shall choose from these recommendations. The committee will consist of these faculty members, one faculty member from outside the unit, and a Dean or Director or Dean's or Director's representative external to the school or college as an ex officio member.</p> <p>The unit-level committee will provide recommendations and feedback, which may include a recommendation for further review.</p> <p>The unit-level committee will make recommendations for continued improvement, which may include a recommendation for further review.</p>	<p>The program review process shall be completed as follows:</p> <p>1. An initial review based on centrally generated productivity and efficiency summary and a unit provided brief narrative describing mission centrality, the prospective market for graduates, the existence of similar programs elsewhere in UA, and any special circumstances that explain features of the centrally generated productivity and efficiency summary (see attached program review template for more details). The information reviewed meets the Board of Regents Policy and Regulation (10.06; current PDF posted with motion). A single Faculty Program Review Committee shall be comprised of one faculty representative from each college and school (not including CRCD) plus one representative from CRCD and one representative from CTC. The Faculty Program Review Committee shall be nominated by the Provost in consultation with the deans and directors, and, once formed, the list of committee members shall be submitted to the Faculty Senate for comment, and finalized by the Chancellor. The Faculty Program Review Committee shall review the materials and make one of the following recommendations:</p> <ul style="list-style-type: none"> • Continue program • Continue program but improve outcomes assessment process and reporting • Continue program but improve other specific areas • Modify program through

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

	<p>consolidation with another program or other significant re-organization</p> <ul style="list-style-type: none"> • Suspend admissions to program or • Discontinue program
<p>If a program receives a further review recommendation, then the review will move to the University Wide Program Review Committee. The University Wide Committee will comprise a faculty representative from each School and College and three administrative representatives (the administrator of the program being reviewed, the Vice Provost, and one additional administrator external to the program). Possible recommendations from the University Wide Committee are:</p> <ul style="list-style-type: none"> a. Program continuation b. Program continuation with an action plan c. Other actions, such as a major program restructuring d. Suspend admissions to program e. Program discontinuation 	<p>An Administrative Program Review Committee comprised of the Deans of Colleges and Schools and four administrative representatives from CRCSD shall review the recommendations of the Faculty Program Review Committee, may request additional information from the program, and shall state their collective agreement or disagreement with the Committee's recommendation.</p>
<p><i>Programs shall have the following opportunities for response to committee recommendations:</i></p> <p>The College or School Level Review Committee shall allow representatives from the program under review to attend the meeting and to answer questions if no representatives of that program are members of the committee. The College or School level review committee shall complete the reporting template. The program under review has the option to send a response to the Dean, Dean's representative or Director within two weeks.</p>	<p>The Faculty Program Review Committee shall allow up to two representatives from the program under review to attend the meeting and to answer questions . The Faculty Program Review Committee shall provide a brief narrative justifying their recommendation and describe any areas needing improvement prior to the next review. A summary of the recommendation shall be shared with the program under review and the Faculty Senate President, who may request a copy of the full narrative. The Faculty Senate President, in consultation with members of the Faculty Senate Administrative</p>

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

	<p>Committee, then has the option to send a response to the Provost within two weeks. The program under review also has the option to send a response to the Provost within two weeks .</p>
<p>The Provost, in consultation with the Chancellor's Cabinet, shall review the recommendations of the university wide committee and take one of the following actions:</p> <ul style="list-style-type: none"> a. Program continuation is confirmed with any recommendations for improvement suggested by the committee. b. An action such as a major program restructuring, in which case an action plan shall be required by the end of the next regular academic semester. c. Recommend to discontinue program. When appropriate, admissions may be suspended pending action. <p>Faculty Senate reviews the recommendations to discontinue or suspend programs and states their collective agreement or disagreement with the Chancellor's Cabinet's recommendation. If the Faculty Senate disagrees, it shall provide an alternate recommendation by the end of the semester in which the Chancellor 's Cabinet's recommendation is made.</p> <p>The Chancellor reviews all levels of recommendations and decides whether to</p>	<p>1. The Provost, in consultation with the Chancellor's Cabinet , shall review the recommendations of the Faculty Program Review Committee, the Faculty Senate President , and the Administrative Program Review Committee and take one of the following actions:</p> <ul style="list-style-type: none"> a) Program continuation is confirmed . b) Program continuation with an action plan prepared by the program and Dean to meet improvements needed by the next review cycle. Annual progress reports will be required in some cases. Actions may also include further review by an ad hoc committee. e) Other actions, such as a major program restructuring. An action plan shall be required by the end of the next regular academic semester after a request for restructuring or similar action is made. d) Recommend to discontinue program. When appropriate, admissions may be suspended pending action. <p>2. Faculty Senate reviews the recommendations to discontinue or suspend</p>

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

<p>recommend program discontinuation to the Board of Regents.</p> <p>Link to NWCCU standards</p> <p>Link to Board of Regents policy</p>	<p>programs and states their collective agreement or disagreement with the Chancellor's Cabinet's recommendation . If the Faculty Senate disagrees , it shall provide an alternate recommendation by the end of the semester in which the Chancellor 's Cabinet's recommendation is made.</p> <p>3. The Chancellor reviews all levels of recommendations and decides whether to recommend program discontinuation to the Board of Regents.</p> <p>Copies of the following are attached to hard copy printed motion:</p> <p>Link to current Instructional Program Review Template</p> <p>Link to BOR Policy and UA Regulation 10.06</p>
---	---

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

DocuSign Envelope ID: 2071B6B0-48EE-4F9E-A0FF-67DC4B741012

ORIGINAL

MOTION:

The UAF Faculty Senate moves to amend the approved updated procedure to accomplish the program review process as required by Board of Regents and UA Regulations (10.06) which it passed at Meeting #219 on December 5, 2016. The amendment adds a conflict of interest policy to Section One of the program review procedure.

EFFECTIVE: Immediately

Rationale: Faculty members selected to serve on the UAF Program Review and Special Program Review Committees are often faculty within the programs under review. This motion recognizes this conflict of interest by establishing the policy of abstaining from voting on programs in which one is a faculty member.

This has been historical practice, but passage of this motion makes it a formal policy.

AMENDMENT:

Faculty members serving on the UAF Program Review Committee must abstain from voting on programs in which they are affiliated.

DocuSigned by:
Sydney Burt-Harte
C9791063AAE5419
President, UAF Faculty Senate

The Chancellor: ✓ Approves _____ Vetoes _____ Acknowledges

DW
Daniel M. White, UAF Chancellor

Date: 2/18/19

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022


The UAF Faculty Senate passed the following at Meeting #222 on April 3, 2017:

MOTION:

The UAF Faculty Senate moves to amend the approved updated procedure to accomplish the program review process as required by Board of Regents Policy and UA Regulations (10.06) which it passed at Meeting #219 on December 5, 2016. The more recent amendment of March 15, 2017 is indicated in bold, italicized text (below).

Effective: Spring 2017

Rationale: The existing process was modified at Meeting #181 (March 5, 2012) to accommodate a five year review cycle. The revisions approved at Meeting #219 are intended to ensure faculty input, and clarify the role of the Faculty Senate in program eliminations. The Program Review Template as well as the BOR Policy for 10.06 have also changed since the last Faculty Senate motion in 2012, and current versions are included. The most recent amendment proposed here in red text concerns the process at step 2.


2017-04-03
President, UAF Faculty Senate

APPROVAL: _____

Chancellor's Office

DATE: _____

2/2/2017

DISAPPROVED: _____

Chancellor's Office

DATE: _____

(See attached policy)

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

Additions: ***bold italics***

Deletions: ~~strikethrough~~

The program review process shall be completed as follows:

1. An initial review based on centrally generated productivity and efficiency summary and a unit-provided brief narrative describing mission centrality, the prospective market for graduates, the existence of similar programs elsewhere in UA, and any special circumstances that explain features of the centrally generated productivity and efficiency summary (see attached program review template for more details). The information reviewed meets the Board of Regents Policy and Regulation (10.06; current PDF posted with motion). A single Faculty Program Review Committee shall be comprised of one faculty representative from each college and school (not including CRCD) plus one representative from CRCD and one representative from CTC. The Faculty Program Review Committee shall be nominated by the Provost in consultation with the deans and directors, and, once formed, the list of committee members shall be submitted to the Faculty Senate for comment, and finalized by the Chancellor. The Faculty Program Review Committee shall review the materials and make one of the following recommendations:

- Continue program
- Continue program but improve outcomes assessment process and reporting
- Continue program but improve other specific areas
- Modify program through consolidation with another program or other significant re-organization
- Suspend admissions to program or
- Discontinue program

The Faculty Program Review Committee shall allow up to two representatives from the program under review to attend the meeting and to answer questions. The Faculty Program Review Committee shall provide a brief narrative justifying their recommendation and describe any areas needing improvement prior to the next review. A summary of the recommendation shall be shared with the program under review and the Faculty Senate President, who may request a copy of the full narrative. The Faculty Senate President, in consultation with members of the Faculty Senate Administrative Committee, then has the option to send a response to the Provost within two weeks. The program under review also has the option to send a response to the Provost within two weeks.

2. An Administrative Program Review Committee comprised of the Deans of Colleges and Schools and four administrative representatives from CRCD shall review the recommendations of the Faculty Program Review Committee, may request additional information from the program, and shall state their collective agreement or disagreement with the Committee's recommendation. ***A summary of the recommendation shall be shared with the program under review and the Faculty Senate President, who may request a copy of the full narrative. The Faculty Senate President, in consultation with members of the Faculty Senate Administrative Committee, then has the option to send a response to the Provost within two weeks. The program under review also has the option to send a response to the Provost within two weeks.***

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

3. The Provost, in consultation with the Chancellor's Cabinet, shall review the recommendations of the Faculty Program Review Committee, the Faculty Senate President, and the Administrative Program Review Committee and take one of the following actions:

- a) Program continuation is confirmed.
- b) Program continuation with an action plan prepared by the program and Dean to meet improvements needed by the next review cycle. Annual progress reports will be required in some cases. Actions may also include further review by an ad hoc committee.
- c) Other actions, such as a major program restructuring. An action plan shall be required by the end of the next regular academic semester after a request for restructuring or similar action is made.
- d) Recommend to discontinue program. When appropriate, admissions may be suspended pending action.

4. Faculty Senate reviews the recommendations to discontinue or suspend programs and states their collective agreement or disagreement with the Chancellor's Cabinet's recommendation. If the Faculty Senate disagrees, it shall provide an alternate recommendation by the end of the semester in which the Chancellor's Cabinet's recommendation is made.

5. The Chancellor reviews all levels of recommendations and decides whether to recommend program discontinuation to the Board of Regents.

Copies of the following are attached to hard-copy printed motion:

Link to [current Instructional Program Review Template](#)

Link to [BOR Policy and UA Regulation 10.06](#)

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

REGENTS' POLICY
PART X – ACADEMIC POLICY
Chapter 10.06 - Academic Program Review

P10.06.010. Academic Program Review.

- A. In accordance with P10.04.020, it is the responsibility of the board to review and cause the initiation, augmentation, reduction or discontinuance of programs according to the mission of the university and its constituent institutions. This includes a degree or certificate program approved by the board.
- B. Each MAU will conduct assessments of all instructional, research, and service programs with respect to quality, efficiency, and contribution to mission and goals. Assessments of instructional programs will include analysis of educational effectiveness as an essential part of the ongoing continuous improvement and accreditation processes. Assessments will be conducted at a minimum of every seven years. Occupational endorsements and workforce credentials approved by the president will be subject to review at the MAU level.
- C. Exceptional reviews may be conducted as needed, to respond to issues including but not limited to specific academic or budgetary concerns. An expedited review process tailored to the particular circumstances shall be used for exceptional reviews.

(04-04-14)

P10.06.020. Educational Effectiveness.

- A. To improve the effectiveness of its educational programs and the fulfillment of its mission and objectives, each MAU will regularly undertake studies of the impact of its academic programs on its students and graduates.
- B. MAUs will describe achievements expected of their students and adopt reliable procedures for assessing those achievements. Assessment practices will be coordinated among MAUs. An annual report on the implementation and results of assessment practices will be provided to the board. Assessment outcomes will be used in program and institutional planning.

(04-19-96)

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

**UNIVERSITY REGULATION
PART X – ACADEMIC POLICY
Chapter 10.06 - Academic Program Review**

R10.06.010. Academic Program Review.

A. Purpose

This regulation suggests the elements each campus of the statewide system should employ in its review of academic programs.

B. Elements for Evaluation

The programs of each of the university's major units follow from its respective mission (Policy 01.01); changes in programs should be consistent with and guided by these mission statements.

The necessary elements that a unit should assess during the program review process include the following:

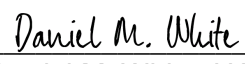
1. Centrality of the program to the mission, needs and purposes of the university and the unit;
2. Quality of the program, as determined by the establishment and regular assessment of program outcomes. Outcomes should be comprehensive, and indications of achievement should involve multiple measures and satisfy the properties of good evidence.
3. Demand for program services, as indicated by measures such as: credit hour production appropriate to the program's mission, services performed by the program in support of other programs, graduates produced, the prospective market for graduates, expressed need by clientele in the service area, documented needs of the state and/or nation for specific knowledge, data, or analysis, other documented need;
4. Program productivity and efficiency as indicated by courses, student credit hours, sponsored proposals and service achievements produced in comparison to the number of faculty and staff and the costs of program support;
5. Timeliness of an action to augment, reduce or discontinue the program;
6. Cost of the program relative to the cost of comparable programs or to revenue produced;
7. Unnecessary program duplication resulting from the existence of a similar program or programs elsewhere in the University of Alaska statewide system.

The UAF Faculty Senate passed the following motion at meeting #262 on March 14, 2022

DocuSigned by:

Sandra Wildreuer, UAF Faculty Senate President

The Chancellor: X Approves Vetoes Acknowledges

DocuSigned by:

Daniel M. White, UAF Chancellor

Date: March 16, 2022