

SECTION: **GENERAL**

SUBJECT: **PROGRAM REVIEW AND PLANNING**

---

---

**SUBJECT: Program Review and Planning**

**Background:** Program Review: Idaho Code 67-1904 provides for annual program assessment. Assessment is also required by the Northwest Commission on Colleges and Universities, (NWCCU), LCSC's regional accrediting body.

**Planning:** Idaho Code (see Title 67, Sections 1901, 1902, and 1903, State Planning and Coordination) requires that State agencies engage in planning.

**Point of Contact:** Director of Research and Effectiveness

**Date of approval by LCSC authority:** June 26, 2017

**Date of State Board Approval:** N/A

**Date of Most Recent Review:** 06/2017

**Summary of Major Changes incorporated in this revision to the policy:**

2016: Timelines changed, document names changed, emergency management removed from this policy.

2017: Updated point of contact office name to Research and Effectiveness, changed program prioritization to performance.

2017: Removed 2(3) from policy as Annex F in no longer included.

---

---

1. Program Review

- A. Each June, the Director of Institutional Research and Effectiveness shall update the LCSC Institutional Assessment Plan.
- B. Annual program assessments shall be prepared and submitted in accordance with LCSC Institutional Assessment Plan.
- C. LCSC units will conduct comprehensive assessments of their programs as required by their respective state agencies or accrediting bodies if applicable.
- D. The office of Institutional Research and Effectiveness will provide support to the Vice Presidents and President for program performance as directed by the Idaho State Board of Education.

2. Planning

- A. Each year the Director of Institutional Research and Effectiveness shall update the LCSC Five Year Strategic Plan by March 1.

(1) The LCSC Five Year Strategic Plan shall align with the SBOE Strategic Plan.

SECTION: **GENERAL**

SUBJECT: **PROGRAM REVIEW AND PLANNING**

---

- (2) A summary of the LCSC Five Year Strategic Plan shall be submitted to the SBOE at a time and in a format prescribed by the SBOE.
- B. Units shall submit Resource Request Forms for planning purposes in accordance with guidelines described in the LCSC Institutional Assessment Plan.