

SECTION: 1.0 GENERAL

SUBJECT: PROGRAM REVIEW AND PLANNING

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**Title:** 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), LC State'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:** Provost/Vice President for Academic Affairs & Vice President for Institutional Research, Planning and Effectiveness

**Date of approval by LC State authority:** October, 2016

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

**Date of Most Recent Review:** 08/2025

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

Changes made to reflect the currently responsible party per each assessment activity.

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## **1. Program Review**

- A. Each June, the Provost/vice president for Academic Affairs shall update the LC State Institutional Assessment Plan.
- B. Annual program assessments shall be prepared and submitted in accordance with the LC State Institutional Assessment Plan.
- C. LC State 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 Vice President of Institutional Research, Planning and Effectiveness shall update the LC State Five Year Strategic Plan.
  - i. The LC State Five Year Strategic Plan shall align with the SBOE Strategic Plan.
  - ii. The LC State 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 LC State Institutional Assessment Plan.