Update on Program Prioritization to the Administrative Professionals Advisory Council

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Context—Why Prioritize Programs?

- Program prioritization increases alignment between priorities, planning and resource allocation;
- Program prioritization results in quality and efficiency improvements
- Addresses HLC finding in 2014
- Addresses IBHE requirement (Public Act 97-0610)
- Budget Crisis
NIU Program Prioritization: Overview

• Rigorous and methodical review of *all* programs on campus—both academic and administrative

• Inclusive of all campus stakeholders

• Facilitated by a coordinating team with diverse expertise

• Guided by evaluation criteria developed with input from the entire campus community and finalized through shared governance

• Informed by quantitative and qualitative data-analyses and narratives created by program leaders

• Conducted by two task forces comprised of current faculty and staff, with members nominated by NIU faculty, staff, students
Program Prioritization: Basic Elements

- Guiding Principles
- Coordinating Team
- Program Definitions and Inventories
- Criteria for Program Evaluation
- Task Forces
- Data System for Ranking Programs
- Timeline
Guiding Principles

• All programs, academic and administrative, will be reviewed

• All employee contracts will be honored

• All students will be able to finish their academic programs
Program Prioritization
Coordinating Team

- Jeff Reynolds
- Ibrahim Abdel-Motaleb
- Susan Mini
- Bill Pitney
- Brett Coryell
- Marc Falkoff
- Denise Schoenbachler
- Andy Small
- Kelly Wesener Michael

- Diana Robinson
- Dillon Domke
- Brian Cunningham
- Carolinda Douglass (Facilitator)
- Lisa Freeman (EVP/Provost)
Role of the Coordinating Team

Communications Support Team
- Marketing & Communications
- Division of Information Technology
- Office of the Provost Staff

Data Support Team
- Institutional Research
- Registration & Records
- Academic Analysis & Reporting
- Sponsored Projects

Coordinating Team
- Facilitator: C. Douglass

Expert Advisors
- Cabinet Members
- Council of Deans
- Academic Planning Council
- Resource, Space & Budget Committee
- Faculty Senate
- Student Association

University Community

Programs
Program Definition

A program is any activity or collection of activities that consume resources ($$$, people, space, equipment, time)

A program is NOT a department
Program Definitions

Academic Programs
- Typically anchored by CIP Code
- Primarily consumes courses, faculty or other academic resources
- Conducts teaching and learning, research and scholarship, creativity and artistry and outreach and service
- Note: Some programs in Academic Affairs are Administrative per this definition

Administrative Programs
- Typically anchored by HRS Dept ID and Financial Cost Center(s), given discrete, well-defined activities and responsibilities
- Primarily supports directly or in ancillary/auxiliary capacity, the mission of the university, including that of student success
- Supports teaching and learning, research and scholarship, creativity and artistry and outreach and service
Finalized Academic Criteria

1. Quality of Faculty and Faculty Outcomes [16%]
2. Quality of Students and Student Outcomes [16%]
3. Financial Efficiency [11%]
4. Importance of the Program to the NIU Mission [16%]
5. Program Potential [11%]
6. External Demand for the Program [11%]
7. Internal Demand for the Program [14%]
8. Program’s Contribution to Diversity [5%]
Finalized Administrative Criteria

1. Importance to University Mission /Operations [22%]
2. Quality / Effectiveness [22%]
3. Productivity/ Efficiency [22%]
4. Internal & External Demand [22%]
5. Opportunity Analysis [12%]
Program Prioritization Task Forces

- **Academic:**
  Tenured Faculty and Instructors
  At least one member from each college

- **Administrative:**
  Staff, Tenured Faculty and Instructors
  At least one representative from each division

- No more than 22 members per Task Force
- Task Force Members Nominated by NIU faculty, staff, students
- Seeking “trustee mentality” as well as student-centered, conscientious, credible, broad experience
- Selected by a 9 person group including members of the senior leadership, faculty, staff and student body
Program Prioritization Task Force
Selection Group

- Lisa Freeman, executive vice president and provost
- Al Phillips, vice president for administration and finance
- Bill Pitney, executive secretary, University Council & president, Faculty Senate
- Melissa Lenczewski, Faculty Senate representative
- Greg Long, Faculty Senate representative
- Richard Siegesmund, Faculty Senate representative
- Jeanne Meyer, Supportive Professional Staff Council representative
- David Long, Operating Staff Council representative
- Nathan Lupstein, Student Association representative
Program Data Elements- Expectations

• Sufficient breadth, depth, and diversity to accurately reflect, measure and describe discrete program activities

• Inclusive of metrics or key performance indicators that the administrative or academic program use for benchmarking or follow per industry standards or disciplinary norms

• Quantitative and Qualitative

• Available/accessible on compatible time-line
Data System

• Prioritization Plus
• DoIT Leading Data Support Team Project
  – John Kearsing – Project Manager
  – Data System Lead – Dan Ihm
  – Data Mapping and Reporting Lead – Jeff Reynolds
  – Data Gathering and Loading Lead – Sally Betz
  – Training Leads – Cindy Kozumplik & Jason Rhode
  – Communications Lead – Melanie Magara
Timeline

Fall 2014

✓ Initial exploration of Program Prioritization
✓ Development of Coordinating Team
✓ Preliminary communications with campus

Spring 2015

✓ Establish Guiding Principles
✓ Define Academic and Administrative Programs
✓ Develop Criteria with broad campus participation
✓ Task Force nomination process
✓ Task Force selection
Timeline

Summer 2015

- Data Support Team is busy: building data system; working on mapping data elements; loading data; and reporting

- Communications Support Team is focused on internal communications plan; plan Fall 2015 panel

- Task Force Training Plan is being developed
Timeline

Fall 2015

☐ Programs provided with relevant data and information on how to access data system

☐ Program data analyzed by program faculty and staff in the form of “program narratives”

☐ Panel of Outside Experts on Program Prioritization

☐ Ongoing training for Task Forces

(Still under development/contents of training will be public)

☐ Task Forces begin to review data and narratives
Timeline

Spring 2016

- Task Forces prioritize programs into five equal categories (quintiles) and provide recommendations
- Student panel and faculty senate reflect on Task Force recommendations
- Task force recommendations shared with campus and community and senior leadership
- Resource allocation in FY17 budget influenced by recommendations from Program Prioritization
Questions About Program Prioritization?