FAQ for Policy on Instructional Program Priorities Evaluation of Programs

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Note: This document does not represent the full published FAQ . It is a sample intended to update Faculty Senators of the current status of the Academic Program Prioritization process. The full FAQ is published and updated online at http://tinyurl.com/7fjeu34.

Questions Regarding the Deadlines

What happens if a program fails to submit a report by the March 5th deadline? Hard deadlines have been established to preserve the fairness of this process. Programs should make every effort to submit a report by the March 5th deadline. Programs that fail to submit any documentation by March 5th will not be reviewed by the Committee and their ranking will automatically be placed in the lowest quartile for the final ranking. Furthermore, these programs will not be able to submit for the May 7th response.

What is done with evidence that is submitted past the March 5th deadline? Evidence submitted late will not be added to a program's full submission and therefore will not be reviewed or scored for the preliminary overall quartile placement.

Can a program "voluntarily declare insufficient evidence" by the deadline, knowing that the Committee will be giving feedback on incomplete information? The committee will assume that all evidence is complete and accurate as submitted on March 5th. Please refer to the follow-up question below.

Questions Regarding the Ranking Process and Ranking Feedback

What does the committee define as "supplemental information" to be submitted by the May 7th deadline in response to the initial recommendations for prioritization? The May 7th deadline is intended to provide programs with the opportunity to clarify incomplete or inaccurate information submitted in the initial documents.

Will the full learning outcomes document be used in the ranking process? The learning outcomes synopsis will be used in Phase I and the full learning outcomes document submitted to Academic Affairs will be used for Phase II of the evaluation process.

(New) Will programs be allowed to revise their reports for the May 7th response? What are the guidelines? The May 7th response to the preliminary overall quartile placement and the program's relative standings within each criterion is intended to provide programs with the opportunity to clarify incomplete or inaccurate information submitted in the initial documents. The Committee has set the following initial guidelines as a result:
- Programs may not alter reports submitted for the February 3 (Learning Outcomes) and March 5 (full report) deadlines.
- Programs may provide a 1 page response to each of the Primary Criteria to clarify incomplete or inaccurate information submitted in the initial documents.
- Programs may provide a (total) 4 page response to the Secondary Criteria to clarify incomplete or inaccurate information submitted in the initial documents.