

2024-25 Program Review and Planning: Instructional Programs

ANNUAL FORM

Overview

Expected Outcomes and Purpose

Outcomes from Last Year's PRP process

Summary of Updates for this Upcoming Year

PRP Form Review – Overview and Walk Through

BIG Picture Timeline PRPs and Resource Allocation

The background image shows a university campus scene. In the center, a tall, dark clock tower stands against a backdrop of green mountains. The foreground is filled with lush green trees and bushes. To the right, there are several red and white pop-up tents, and people are walking around, suggesting a fair or event. The overall atmosphere is bright and sunny.

Expected Outcomes

- Complete your Annual PRP Form
- Explain the purpose of Program Review and Planning (PRP)
- Describe how the PRPs will influence resource allocation decisions.



Purpose

Type in Chat the answer to the question below.

Why engage in the PRP process?

Outcomes 2023-24 PRPs

- **Nearly All** instructional disciplines completed their PRPs
- Resource requests were downloaded and divisions prioritized requests
 - One-time and technology needs
 - Facilities
- *Program Review and Resource Allocation Committee* combined divisional lists, completed follow up for clarity on specific items, and recommended funding top prioritized items.
- Recommendations forwarded to Budget Committee for review/recommendations
- \$203,712.38 allocated
 - [2023-24 PRP Resource Allocations](#)

Additional Allocations

2023-24 Moving from Fall to Spring

- Moved launch PRP to spring – funded down list of 2022-23 requests ([2022-23 Tier 2 Allocations](#)).
- Confirmed items to remove (from disciplines!) and reallocated down the list as well.

2024-25 New funds available – State HEERF!

- Budget Committee recommended utilizing most of the unspent funds for PRP requests
- 2023-24 prioritized requests but not funded in original round
- Requested divisions review their prioritizations (YES/NO)
- Instruction completed additional prioritization from original list of requests
- *Program Review and Resource Allocation Committee* reviewed for feasibility
- Budget strings this week

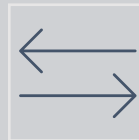
Summary of Updates for Instructional PRPs



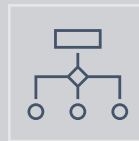
All instructional programs and non-instructional units will move to a 4-year comprehensive/annual cycle.



The Instructional Program Review and Planning Committee updated the COMPREHENSIVE Form - 10 disciplines completing this year



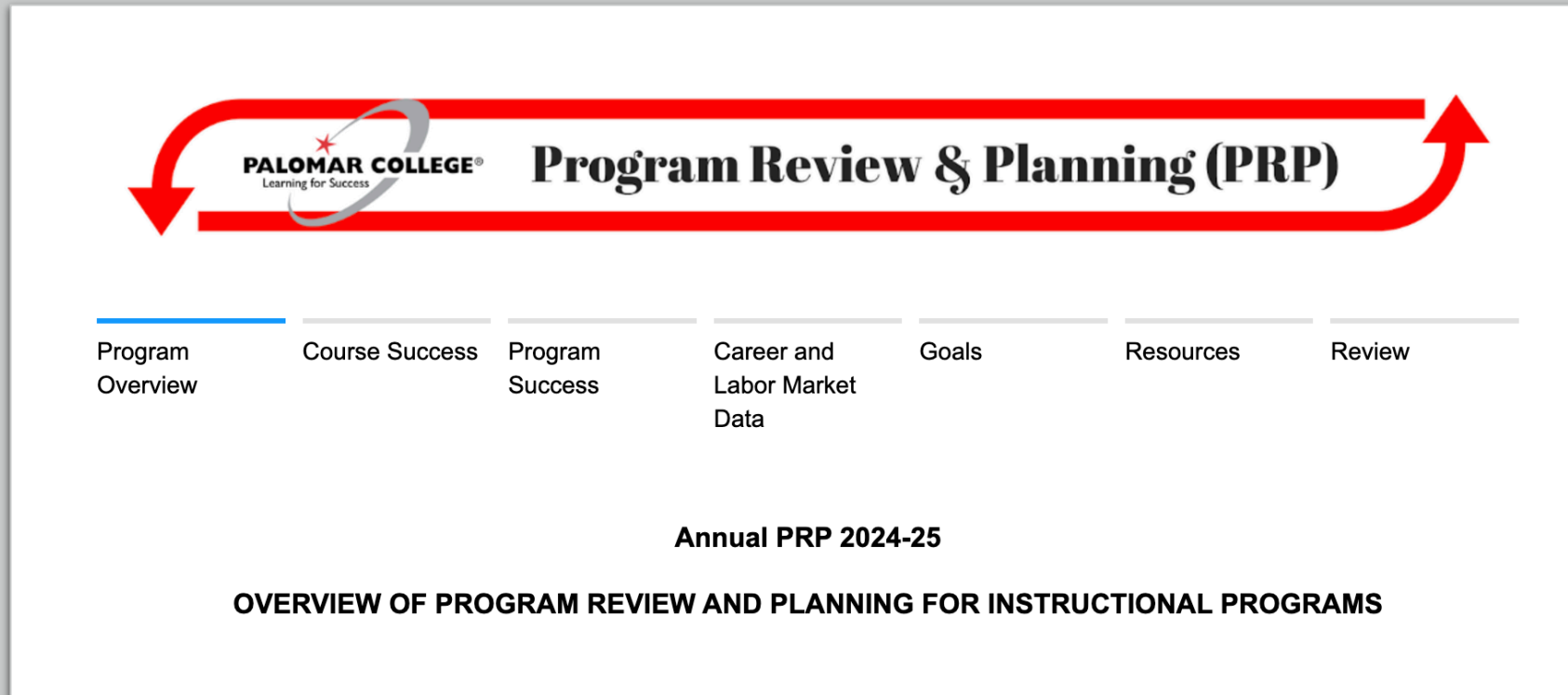
Annual Form has minor changes - We will review these as we walk through the form!



DATA AND FORMS: Access to updated annual form and data now available.

Timeline for Instructional PRPs

| TASK | ASSIGNED TO | START | DUE DATE |
|---|-----------------------------|--------------|-----------------|
| Webpage, Forms, and Data Updated | IRP&G | 02/05/2025 | 02/14/2025 |
| Training | IRP&G / Inst. PRP Committee | 02/24/2025 | 02/28/2025 |
| Disciplines Complete PRP Forms | Disciplines | 02/18/2025 | 04/11/2025 |
| Chairs Confirm completion of PRPs | Chairs | 04/11/2025 | 04/11/2025 |
| Review of PRPs; Deans Engage with Disciplines for Follow-up if Needed | Deans/ Inst. PRP Committee | 04/11/2025 | 05/09/2025 |
| Disciplines Receive Feedback and Make any Changes | Disciplines | 05/09/2025 | 05/16/2025 |
| Dean Sign Off on Final PRP | Deans | 05/19/2025 | 05/23/2025 |
| Vice President Review and Feedback | VPs | 06/01/2025 | 07/11/2025 |



Accessing and Completing your PRP

- All things Instructional PRP: [Instructional Program Review Webpage](#)
- Access your form from the webpage by selecting the correct form under Announcements or under STEP ONE of Instructions.
- Access PRP Data: 1) Embedded in Form 2) Also available on the Instructional Program Review Webpage

Connecting PRPs to Resource Allocation

| Month | Activity |
|--------------------|--|
| January - May | Units Complete Reviews |
| June - Mid July | VPs Review |
| Mid - July | Resource requests extracted and provided to VPs |
| August – September | Divisions Prioritize Requests (Technology, One-Time, Facilities) |
| October-November | Program Review and Resource Allocation Committee brings list together and recommends items for funding |
| November | Exec and Budget Committee Review |
| December | Notification and Budget Strings Identified |

Questions?