

Implementation Plan

Program Review

Strategic Initiative #2: Implement a comprehensive program review and resource reallocation model.

Champion: Dr. Kayla O'Toole, Associate Dean for Academic Affairs

Implementation Timeline: FY26-FY29

Strategic Intent: Ensure academic sustainability by systematically reviewing program viability and reallocating resources toward high-impact programs.

Metrics

- 100% of programs reviewed by the end of the 2027-2028 academic year.
- All revitalization programs have improvement plan on file.

Dakota College at Bottineau Strategic Plan Alignment

- **Priority One: Student Success**
 - Goal 1: Guide students on their academic journey
- **Priority Two: Community Commitment**
 - Goal 1: Articulate college identity
 - Goal 2: Align and expand community and workforce programs
 - Goal 3: Enhance community relationships
- **Priority Three: Institutional Improvement**
 - Goal 1: Develop a team approach that values a culture of passion
 - Goal 2: Modify our processes to enhance our services

HLC Alignment

- **Criterion 3.A:** Ensures quality by focusing on sustainable offerings.
- **Criterion 3.E:** Ongoing assessment of program effectiveness.
- **Criterion 4.A & 4.C:** Financial planning aligned with strategic priorities.

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Year 1 (2026-2027): Establish & Launch

Primary Task 1: Establish the Academic Program Review Framework

Action Task	Start	Goal
1. Establish a Program Review Committee	June 2026	Aug. 2026
2. Finalize Academic Program Review Process	Aug. 2026	Sept. 2026
3. Gather stakeholder feedback and finalize process	July 2026	Sept. 2026
4. Develop APR Report Template	June 2026	Sept. 2026
5. Develop Program Snapshot/Data Template	June 2026	Sept. 2026
6. Establish program review schedule/cycle	July 2026	Sept. 2026
7. Communicate APR process to program managers	Sept. 2026	Jan. 2027

Primary Task 2: Implement Year-One Program Review (Monthly)

Action Task	Start	Goal
1. Conduct kickoff meetings with Year-One program managers	Oct. 2026	Apr. 2027
2. Provide program snapshots/data to program managers	Oct. 2026	Apr. 2027
3. Program managers complete APR reports	Oct. 2026	Apr. 2027
4. APR Committee reviews submitted reports and conducts program meetings	Oct. 2026	Apr. 2027
5. APR Committee develops program recommendations	Oct. 2026	Apr. 2027
6. Campus Dean reviews recommendations and determines program outcomes	Oct. 2026	Apr. 2027
7. Develop action plans based on approved program outcomes	Oct. 2026	Apr. 2027

Primary Task 3: Integrate Program Review into Planning and Resource Allocation

Action Task	Start	Goal
1. Identify resource needs and opportunities resulting from program review	Feb. 2027	Apr. 2027
2. Incorporate approved program review outcomes into institutional planning and budgeting	Feb. 2027	May 2027
3. Document resource allocation/reallocation decisions connected to program review	Feb. 2027	May 2027

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Primary Task 4: Evaluate and Refine the APR Process

Action Task	Start	Goal
1. <i>Gather feedback from program managers and APR Committee</i>	May 2027	June 2027
2. <i>Evaluate Year 1 APR process and identify needed improvements</i>	May 2027	June 2027
3. <i>Revise APR process, templates, and resources for Year 2</i>	June 2027	July 2027
4. <i>Report Year 1 progress and outcomes to SPICE</i>		

Year 2 (2027–2028): Complete Initial Review Cycle

Primary Task 1: Complete Year-Two Program Review (Monthly)

Action Task	Start	Goal
1. Conduct kickoff meetings with Year-Two program managers	Sept. 2027	Apr. 2028
2. Provide program snapshots/data to program managers	Sept. 2027	Apr. 2028
3. Program managers complete APR reports	Sept. 2027	Apr. 2028
4. APR Committee reviews submitted reports and conducts program meetings	Sept. 2027	Apr. 2028
5. APR Committee develops program recommendations	Sept. 2027	Apr. 2028
6. Campus Dean reviews recommendations and determines program outcomes	Sept. 2027	Apr. 2028
7. Develop action plans based on approved program outcomes	Sept. 2027	Apr. 2028

Primary Task 2: Implement and Monitor Program Review Outcomes from Year-One Cycle

Action Task	Start	Goal
1. Implement and monitor approved program action plans	Aug. 2027	Ongoing
2. Incorporate APR outcomes into planning and resource allocation	Feb. 2028	May 2028

Primary Task 3: Integrate Program Review into Planning and Resource Allocation

Action Task	Start	Goal
1. Identify resource needs and opportunities resulting from program review	Feb. 2028	Apr. 2028
2. Incorporate approved program review outcomes into institutional planning and budgeting	Feb. 2028	Apr. 2028
3. Document resource allocation/reallocation decisions connected to program review	Feb. 2028	Apr. 2028

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Primary Task 4: Evaluate and Prepare for Recurring Review Cycle

Action Task	Start	Goal
1. <i>Evaluate initial APR cycle and gather feedback</i>	Apr. 2028	May 2028
2. <i>Revise APR process as needed</i>	May 2028	June 2028
3. <i>Establish recurring three-year review schedule</i>	May 2028	June 2028

Year 3 (2028–2029): Institutionalize and Sustain Program Review

Primary Task 1: Implement Recurring APR Cycle

Action Task	Start	Goal
1. <i>Begin recurring three-year APR cycle</i>	Aug. 2028	Ongoing
2. <i>Monitor approved program action plans and outcomes</i>	Aug. 2028	Ongoing
3. <i>Incorporate APR outcomes into institutional planning and resource allocation</i>	Aug. 2028	Ongoing

Primary Task 2: Evaluate and Sustain APR

Action Task	Start	Goal
1. <i>Evaluate effectiveness of APR process and resulting actions</i>	Apr. 2029	May 2029
2. <i>Identify and implement process improvements</i>	May 2029	Ongoing
3. <i>Document APR outcomes and report progress to SPICE</i>	Apr. 2029	May 2029
4. <i>Establish APR as an ongoing Academic Affairs process</i>	May 2029	Ongoing

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