ACADEMIC PRIORITIZATION OVERVIEW
INSTITUTION: Montana State University Billings

Current State of Prioritization Process	Issues to Resolve	Next Steps	Lessons Learned
List one: • Findings Implemented A campus-wide program prioritization began in 2013 and was completed in 2014. All academic programs were included and a Dickeson-type mode was utilized.	• *Needed a method to continually assess our programs.*	• *We have developed a large data set that will monitor academic programs. Each program will report on the current "health" of the program.* • *The goal of the health reports is to monitor the health and to put together strategic plans for programs that appear to be suffering.*	• *The process helped spread the awareness of key metrics and data.* • *It requires time and energy to help everyone understand the data.* • *There was not a plan, however, to continue to work with the data and metrics that are needed to study academic programs. We are now (see Next Steps)*

ADMINISTRATIVE SERVICES PRIORITIZATION OVERVIEW
INSTITUTION: Montana State University Billings

Current State of Prioritization Process	Issues to Resolve	Next Steps	Lessons Learned
List one: • In Progress in areas and Beginning in others **EXAMPLES of In Progress** 5-year cycle of Student Affairs Divisional Administrative Program Review Disability Support Services first to undergo APR Campus Store, efficiency with course materials adoptions and ordering ***EXAMPLES of Completed*** Student Health Services annually assesses costs and services. In 2017 SHS went through an extensive accreditation review per national standards, as well as on-going student satisfaction survey. SHS consistently ranks high in student satisfaction on the NSSE. TRiO - Student Support Services is evaluated annually for compliance with its goals and objectives.	*Student Affairs, using University goals, examining each department in 3 priority levels:* *1 Mandatory & required services in order to provide a safe educational environment or required in order for education to take place* *2 Necessary and essential services for promotion of student success and/or student academic achievement* *3 Value-added, though not required, programs and services that educate the whole person, enhance student success and/or support other university goals.*	*Administrative Services is working with all units of the Montana University System on a "Shared Services" Initiative. The Commissioner's Office is leading this effort.* *Student Affairs Division and respective departments examine general fund, and other revenue sources (non-GF)* *Self-evaluate programs and services within department for efficiency; # of students/faculty served; academic indicators (retention, graduation); satisfaction surveys; divisional learning outcomes/signature programs assessment* *MSU Bozeman has been reviewing a set of offices/functions and has agreed to share best practices with MSUB.*	• *Examining institutions that have attempted to prioritize all of its non-instructional programs across the campus, regardless of organizational structure, as well as an instrument that would produce ranking, via a common measurement, for non-instructional programs across the university is proving to be difficult. However, Division of Student Affairs moving forward in developing process.*