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September 17, 2019

Karen, Steve and Elise,

I have been selected to chair a committee on Libraries for a program review. Below is the charge to our committee and is what I sent to the other committee chairs, so some of this applies to me, but also to our combined task ahead.

As you know, the Board of Regents passed the following motion at their September 12 meeting establishing review committees in key areas. In working with the Chancellors, President Johnsen and I have identified you as the chair of one of these groups, **Libraries**:

To reduce costs and increase the share of resources dedicated to academic programs and student services, the Board of Regents directs the president, working with the chancellors, to form inter-university teams to conduct expedited program reviews of units and programs system-wide, including but not limited to the following, to determine how best to integrate, reduce or discontinue units and programs:

- *Engineering*
- *Teacher Education*
- *Health*
- *Indigenous Studies*
- *Management*
- *Natural Science*
- *Arts, Humanities and Social Sciences*
- *Career & Technical Education (CTE)*
- *eLearning*
- *Organized Research*
- *Public Service*
- *Libraries*
- *Athletics*

The board further directs the president to work with academic review teams to prioritize and determine which areas may require additional time past the November 7-8, 2019 meeting and to provide those new target dates to the board in November along with recommended changes or

findings, these reviews shall include typical information considered in routine program reviews to the extent available. This motion is effective September 12, 2019.

Each of the areas will be reviewed at a statewide level by an inter-university team comprised of faculty, administrators, staff, students, and community representatives. **Each review team will be convened by its chair, meet as needed, and provide a report to the President by 10/10/2019.** The reports will be posted for governance and public input and you will give a brief update to the Board of Regents subcommittee tentatively scheduled for 10/11/19. The President and Chancellors will review the reports, along with the governance and public input, and prepare options for consideration by the Board of Regents at its November 7 meeting.

This expedited program review will focus on broad structural issues associated with your unit. In your report address the following:

- 1. What degree programs would a single unit (college or school) serving the state include?*
- 2. Compared to our current structure of units or schools, what would be the administrative savings of moving from several units or schools to one?*
- 3. Assuming a peer average full-time student:faculty ratio, what would be the instructional cost reduction compared to our current state?*
- 4. What issues need to be resolved if the unit is assigned to one of our three separately accredited universities?*
- 5. What issues need to be resolved if the unit is part of a single accredited statewide university?*

I note that some of the question will not apply to Libraries, but in preparing your report also consider the impacts of the state funding reductions and enrollment declines that UA is currently facing, also any issues on specialized accreditation that could arise by a change in overall university structure or accreditation.

For input to the process, your committee should consider previous academic program reviews or recommendations where appropriate. University Institutional Research offices and the UA Office of Data Strategy and Institutional Research will provide additional data as needed and post it to a Google Drive. Gwen Gruenig will provide more information on the location of the data and work with you to assign a member of our system-wide IR team to assist you on getting the data you need.

To facilitate this process, you are responsible for administrative support. You will need to record all meetings using Zoom and provide links to us. Please contact Kelly James (kajames6@alaska.edu) for information on recording meetings and budget for travel and related expenses associated with your meeting(s). We are getting the final membership names from governance and Kelly will be sending you the membership list by tomorrow. As you review the list, if you do not see the name of someone who you think would be key in this discussion, please let me know. **Please contact your committee regarding their membership, setting up meetings and how they will access information.**

Thank you for your assistance in this process.

Paul Layer

Below is a tentative timeline for this process.

Academic Review Process Timeline [As of 9/17/19]

- 9/9 Discuss Academic Review process and committee structure with Chancellors
- 9/10 VP Layer contacts Student, Faculty and Staff Governance groups for representatives to serve on Academic Review committees
- 9/12-9/13 Board of Regents approve motion on Academic Reviews
- 9/17 Academic review committee charge sent to Academic Review Chairs
- 9/20 Academic review committee members named
- 9/23 Review committee begin work/meeting
- 10/10 Academic Review Chairs Turn in Reports
- 10/11 Academic Review Chairs present to BOR subcommittee on structure, President and Chancellors
- 10/10-11/7 Public Input on Reports (including public testimony to Board of Regents)
- 10/14 Executive Council meeting
- 10/14-10/17: Virtual Town Hall meetings. The town halls will be by specific area and will be filled in as they are scheduled. There also will be two town halls that will focus on UA structure and will be for general participation.

Oct. 14:

- 8:00-9:00 AM Virtual Town Hall #1
- 1:00-2:00 PM Virtual Town Hall #2
- 2:30-3:30 PM Virtual Town Hall #3
- 4:00-5:00 PM Virtual Town Hall #4

Oct. 15

- 8:00-9:00 AM Virtual Town Hall #5
- 9:30-10:30 AM Virtual Town Hall #6

11:00 AM-12:00 Noon	Virtual Town Hall #7
1:00-2:00 PM	1 st Virtual Public Town Hall on UA Structure
2:30-3:30 PM	Virtual Town Hall #8
4:00-5:00 PM	Virtual Town Hall #9

Oct. 16

9:00 – 10:00 AM	Virtual Town Hall #10
10:30-11:30 AM	Virtual Town Hall #11
1:00 – 2:00 PM	Virtual Town Hall #12
2:30 -3:30 PM	Virtual Town Hall #13
4:00 – 5:00 PM	2 nd Virtual Public Town Hall on UA Structure

10/17	Executive Council meeting (8-12) to discussion town hall feedback
10/21	No Executive Council meeting
10/21-10/25	Drafting of recommendations
10/25	Executive Council work session/Anchorage
10/28	Executive Council meeting to review recommendations
10/28	BOR subcommittee on structure meeting
10/31	Post materials on the Board of Regents website
11/7	Board of Regents Meeting