

IDAHO STATE BOARD OF EDUCATION

TIMETABLE

Submission and Consideration of Academic and Career Technical Programs

Board Policy III.G Postsecondary Program Review and Approval

Subsequent to institutional review and consistent with institutional policies, but prior to implementation, actions related to academic programs or units identified in Subsection III.G.3.a and 4.a require approval by the Board, Executive Director or designee, or State Administrator as indicated and shall be submitted by the institution as a Full Proposal. There are three types of full proposals.

- a. Academic/Career Technical Full proposal
- b. Discontinuation Full proposal
- c. Instructional/Administrative Unit Full Proposal

For programs that will require State Board approval at a regular scheduled meeting, institutions will be required to submit full proposals **45 calendar days** prior to a regularly scheduled CAAP meeting in order to meet Board agenda timelines. The timetable provided below is based on current CAAP, IRSA, and Board meeting dates.

Proposals submitted after the submission date identified below will be moved to the next Board meeting timeline.

October 2025 Board Meeting

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| • Proposal must be submitted to OSBE | August 12 |
| • 30-day review concludes approximately | September 10 |
| • Board Agenda item request due | September 3 |
| • Board Agenda material due | September 10 |
| • CAAP meeting | September 25 |
| • IRSA Committee Meeting | October 2 |
| • Board Meeting (Lewis-Clark State College, Lewiston) | October 15-16 |

December 2025 Board Meeting

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| • Proposal must be submitted to OSBE | September 23 |
| • 30-day review concludes approximately | October 22 |
| • Board Agenda item request due | November 5 |
| • Board Agenda material due | November 12 |
| • CAAP meeting | November 6 |
| • IRSA Committee Meeting | December 4 |
| • Board Meeting (Boise, Virtual) | December 17 |

February 2026 Meeting

(Note: There is currently no February meeting on the Board’s schedule but it is included here to provide timelines in the event there is a special meeting called.)

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| • Letter to amend Three-Year Plan with program proposals off planning cycle must be submitted to OSBE | December 2 |
| • Proposal must be submitted to OSBE | December 16 |
| • 30-day review concludes approximately | January 14 |
| • Board Agenda item request due | January 7 |
| • Board Agenda material due | January 14 |
| • CAAP meeting | January 29 |
| • IRSA Committee Meeting | February 5 |
| • Board Meeting | February 18 |

April 2026 Board Meeting

- Letter to amend Three-Year Plan with program proposals off planning cycle must be submitted to OSBE Jan 27
- Proposal must be submitted to OSBE **Feb 10**
- 30-day review concludes approximately March 11
- Board Agenda item request due March 4
- Board Agenda material due March 11
- CAAP meeting March 26
- IRSA Committee Meeting April 2
- Board Meeting ([University of Idaho, Moscow](#)) April 15-16

June 2026 Board Meeting

- Letter to amend Three-Year Plan with program proposals off planning cycle must be submitted to OSBE March 31
- Proposal must be submitted to OSBE **April 14**
- 30-day review concludes approximately May 13
- Board Agenda item request due May 6
- Board Agenda material due May 13
- CAAP meeting May 28
- IRSA Committee Meeting June 4
- Board Meeting ([Boise State University, Boise](#)) June 17-18

August 2026 Board Meeting

- Letter to amend Three-Year Plan with program proposals off planning cycle must be submitted to OSBE May 26
- Proposal must be submitted to OSBE **June 9**
- 30-day review concludes approximately July 8
- Board Agenda item request due June 30
- Board Agenda material due July 7
- CAAP meeting July 23
- IRSA Committee Meeting July 30
- Board Meeting ([Idaho State University, Pocatello](#)) August 11-12

October 2026 Board Meeting

- Letter to amend Three-Year Plan with program proposals off planning cycle must be submitted to OSBE July 28
- Proposal must be submitted to OSBE **Aug 11**
- 30-day review concludes approximately Sept 9
- Board Agenda item request due Sept 2
- Board Agenda material due Sept 9
- CAAP meeting Sept 24
- IRSA Committee Meeting Oct 1
- Board Meeting ([Lewis-Clark State College, Lewiston](#)) Oct 14-15

December 2026 Board Meeting

- Letter to amend Three-Year Plan with program proposals off planning cycle must be submitted to OSBE Sept 22
- Proposal must be submitted to OSBE **Oct 6**
- 30-day review concludes approximately Nov 4
- Board Agenda item request due Nov 4
- Board Agenda material due Nov 11
- CAAP meeting Nov 19
- IRSA Committee Meeting Dec 3
- Board Meeting ([Virtual, Boise](#)) Dec 16

*******Dates are subject to change*******