NCTA College Wide Assessment Protocol

Goals:

Institutionalize an integrated and systematic planning and assessment protocol measuring attainment of college-wide goals as identified in the college strategic plan.

Characteristics of the assessment protocol:

1. The system is simple, useful and pragmatic.
2. Focuses on student learning outcomes.
3. The process is cyclical and ties into existing evaluation structures.
4. The system utilizes existing assessment practices were feasible.
5. The process influences budgetary priorities.
6. The process is forward-looking and considers emerging trends.

Strategic plan Imperatives and Goals	Assessment Tools	Assessment Reports and Use of Results in Decision Making	Outcome 1 to 10 10=done	notes
Academic quality:				
A. Implement a system to identify, measure, and develop student academic success.	Assessment for Student Learning Handbook SLO Report Template Course-Program Outcome Matrix Course Evaluation by Students Internship Survey	SLO Summary Reports by Semester NACTA Contest Results Veterinary Technician National Licensing Exam Results Division Annual Summary Reports Graduation Rates	7	A solid SLO assessment system has been developed and utilized since Fall 2013. Examples of utilizing SLO data for decision making in curriculum changes and budgeting are beginning to occur. The newly developed annual assessment timeline will further assist academic divisions in collecting SLO assessment data and use of data in decision making.
B. Hire and support quality faculty.	Faculty Qualifications Policy Professional Development Policy Faculty Orientation Faculty Handbook Faculty Senate Bylaws Faculty Evaluation Policy	Faculty Qualifications Report – 2015 Faculty Updated Vitae Faculty Promotions Professional Development Summary Faculty Awards/Recognitions	8	The faculty qualifications policy was developed in 2015 to ensure NCTA faculty meet standards in place by the HLC. All current NCTA faculty are appropriately qualified for their positions. NCTA faculty are evaluated annually and are supported in the promotion process. Faculty awards and recognitions provide further evidence of faculty quality.
C. Expand flexibility in delivery of academic programming.	Dual Credit Policy Distance Learning Policy Bachelors of Applied Science Program Course Facilitators Policy	Dual Credit Enrollment Report Consortium MOU's New Certificate Approvals Urban Ag Program UNL Veterinary Technology Program HLC online program approval	7	NCTA has an extensive list of Dual Credit course offerings with Dual Credit enrollment exceeding 250 in Fall 2015. New certificate programs allow students to obtain a career orientated credentials. Students can remain at NCTA after degree completion and receive a UNL bachelor's degree through online curriculum. HLC approval of online certificate programs has been requested and off campus programs are being explored.

D. Develop close working relationships between industry partners and academic programs.	Advisory Council Handbook Reinke Partnership – Irrigation Technician Active Internship Programs/Visitations	Division Advisory Council Minutes Reinke MOU	8	A long standing component of NCTA's assessment has been industry advisory councils for each academic division. The required internship program has also facilitated continued industry relationships. New career orientated certificate programs in Ag Chemical Application and Irrigation Technician were developed in direct collaboration with industry. Reinke supported the irrigation certificate with over $100,000 of center-pivot irrigation technology for the campus.
E. Facilitate appropriate use of technology in NCTA teaching environments.	Capital Equipment Request Form Perkins Funds IT Request Form Technology present in classrooms Availability of distant education	Perkins Funds Report Summary IT Annual Updates Capital Equipment Report Summary	6	NCTA has several mechanisms for funding and maintaining technology for education including Perkins Funds and on-campus budgeting procedures for Capital Equipment improvement and IT. Checks and balances are in place to ensure technology purchases are appropriate. Further upgrades in technology have been identified and are pending available funds.
F. Explore the existing structure of academic departments and programs, and restructure as needed to best support student success.	Advisory Council Input Coordinating Commission Reports HLC Input Appropriate department structure present	Approved Articulation Agreements New Approved Certificates/Programs Updated academic program list at CCPE	7	NCTA's structure of departments and programs are based on advisory council input, state education regulatory groups, and HLC input. New articulation agreements have been developed with UNL and other institutions. New career-orientated certificate programs have been developed and approved.
Campus climate:				
A. Ensure a high degree of student satisfaction with NCTA campus life.	Library Services Survey Student Opinion Survey 3 and 5 year Graduate Surveys Student Senate Student Complaint Process	Opinion Survey Results 3 and 5 year Graduate Survey Results Student Senate Minutes	5	NCTA has an active Student Senate to solicit student input on campus life. A student complaint process was initiated in 2013 and provides a formal mechanism for managing student complaints. Surveys of graduating students and students 3 and 5 years post-graduation have been conducted, but represent a limited data set. A new student opinion survey delivery structure is being developed to ensure that input is obtained from every graduating/departing NCTA student.
B. Ensure a safe campus environment.	Emergency Preparedness Plan Counseling Services Required Sexual Harassment Training Required Safety Training for Faculty/staff Sheriff's Department Partnership Health Clinic Partnership Debriefing after activation of emergency plan	Regular emergency drills Report of Emergency Drills MOU's and Agreements Annual Campus Security Report	6	NCTA strives to achieve a safe campus environment for all through appropriate staffing, services, and facilities. An Emergency Preparedness Plan is developed and continually updated. Counseling, health, and safety are managed through campus, community, and UNL staff and services. Campus facility/grounds needs for creating a safe environment have been identified are continually being managed.

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Enrollment:				
A. Increase college enrollment through recruitment activities.	Annual enrollment plan Enrollment Recruitment - in-state, out-of-state, international Retention	Short and Long-term Enrollment Reports Recruitment	7	NCTA's enrollment has increased significantly for the last 5 years primarily due to expanded Dual Credit programs. On-campus enrollment has remained steady. Several new certificate programs have been developed to assist in on-campus enrollment increases. Facility upgrades, formal recruiting, enrollment and retention plans are being developed.
B. Increase college enrollment through increased student retention.	Student Retention Committee	Retention Reports	8	NCTA's retention rates exceed the national average for comparable institutions. The formation of the student retention committee reflects the college's dedication to improve retention rates even more by identifying deficiencies and developing appropriate responsive plans.
Budget:				
A. Increase college resource base.	Capital Campaigns Budget Appropriations	Faculty Equity Analysis and Distribution Increased appropriation Increased tuition revenue Increased donations	6	Major campus upgrades with the completion of the Nebraska Ag Industry Educational Center building, Aggie Central Dormitory, and Veterinary Technology Building renovation and addition in 2010-11. Another increase in state appropriation occurred in 2015 to fund faculty salary equity and campus renovations. Industry donations support many programs including a significant donation from Reinke for the Irrigation Technician certificate program.
B. Increase campus wide understanding and participation in the budgeting process.	Budget Committee and Development Process	Budget Committee Minutes	7	The new budget committee and budget development process has provided a much more transparent mechanism. Faculty and staff input are provided. Campus academic divisions and other units have procedures available for making budget requests and these requests are linked towards the Strategic Plan or Assessment.
Facilities:				
A. Renovate, maintain, and develop facilities and grounds.	309 Funds University of Nebraska Presidents and IANR Funds Biosecurity and Traffic Committee McCook Workcamp	309 Fund Reports Completion of renovation projects	7	Annual maintenance of campus facilities and grounds are managed by annual operating budgets, staff, and McCook Workcamp personnel. Major renovations are assisted by 309 Funds and other state or university funding sources.

B. Increase collaborative facility usage with the community of Curtis.	Health Clinic Community Center Open Campus Food Services Community Garden Community Advisory Council Center for Economic Education	MOU's of Sharing Community Resources Community Garden Plan Community Advisory Council Minutes	8	Sharing of resources with the Curtis community has been very strong and is managed through an active Community Advisory Council. NCTA students have access to the Curtis Health Clinic and Community Center for recreation/intramurals. Reduced student rates are available at the Arrowhead Meadows golf course. Campus food services are open to community members. A community garden on campus grounds has been initiated. Community organizations frequently utilize NCTA's campus for meeting and events.