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 for assessing, improving, and reporting student success.	• Assessment Handbook and Policy • Revised SLO Report Template • Course-Program Outcome Matrix • Course Evaluation by Students • Internship Surveys • College Scorecard Data • Industry standardized tests • Program Review Policy	• SLO Summary Reports by Semester • NACTA Contest Results • Veterinary Technician National Licensing Exam Results • Division Annual Summary Reports • Graduation Rates • Program Review Reports	8	A solid SLO assessment system has been developed and utilized since Fall 2013 to guide faculty in decisions to improve student learning. Annual division reports have been in place since 2015 and guided divisions in decisions to improve student attainment of program learning outcomes. National college scorecard data guides NCTA assessment of student career success including salaries and employment rates. The program review policy established in 2017 ensures each program undergoes a detailed self-assessment and external review process every 5 years. Adoption of Evaluation Kit as an online course survey instrument through canvas ensures all courses including dual credit and online are evaluated; database function allows for more detailed analysis.
B. Hire and support quality faculty.	• Faculty Qualifications Policy • Professional Development Policy • Faculty Orientation • Improved HR guidance for new faculty • Faculty Handbook • Faculty Senate Bylaws • Faculty Evaluation Policy	• Faculty Qualifications Report – 2015 • Faculty Updated Vitae • Faculty Promotions • Professional Development Summary • Faculty Awards/Recognitions • Faculty equity adjustments	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. Increased state appropriation funded equity adjustments to faculty salaries.

C. Expand flexibility in delivery of academic programming.	• Revised Distance Learning Policy
	  o Established faculty training requirements
	  o Increased rigor in course approvals
	• Bachelors of Applied Science Program
	• Course Facilitators Policy
	• ADA compliance in 2018
	• Nebraska agricultural industry group guidance to new programs
		• Dual Credit Enrollment Report
		• Consortium MOU's
		• Online Agriculture Certificate
		• Urban Ag Program
		• UNL Veterinary Technology Program
		• Received HLC approval for offering online degrees
		• Establishing unique industry/university partnerships to provide poultry, dairy, viticulture programs
		• SARA approval for online offerings outside of Nebraska
		• Expanded dual credit program offerings at North Platte and York High Schools
			8	Received full HLC approval for offering degrees and certificates online in 2017 facilitated by increased rigor in course development, assessment and faculty training requirements. New program options have been initiated by partnering with other universities (poultry-Mississippi State; dairy – South Dakota State; viticulture – Missouri State/VESTA). Dual credit programs have expanded with the Ag Chemical Application certificate offering at York High School and a coordinated program with North Platte High School. SARA approval enables the offering of online curriculum students residing outside of Nebraska.

D. Develop close working relationships between industry partners and academic programs.	• Advisory Council Handbook and regular Advisory Council feedback • Reinke Partnership – Irrigation Technician • Industry supported internships • Program Review Policy requiring industry membership of review team	• Division Advisory Council Minutes and assessment reporting • Reinke MOU • AVMA Accreditation • Statewide Advisory Council assistance in strategic plan development	9	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. Industry continues to assist and provide many learning opportunities for students.
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 • Every classroom has full IT capabilities	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; however improvement in implementing these procedures is needed. Checks and balances are in place to ensure technology purchases are appropriate.
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 • University of Nebraska Guidance	• Approved Articulation Agreements • New Approved Certificates/Programs • Updated academic program list at CCPE	9	Expanded program offerings have continued with new certificates and program options with unique partnerships described above. Restructuring of academic divisions was fully explored within the University of Nebraska system and resulted in two new subdivisions in APS with separate budgets, division heads, and program marketing strategies and maintaining one common major.

Campus climate:				
G. 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 •Intramurals	•Opinion Survey Results •3 and 5 year Graduate Survey Results •Student Senate Minutes •Coordinated student activities by student services •Dorm availability during breaks •Flexible meal programs •Improved cafeteria facilities •New fitness center •Kiosks for communication	7	Assessment of student life has led to many improvements to improve student satisfaction. Student services have worked diligently to provide regular activities for students. Intramural sports are regularly available with high student participation. Food services has expanded the flexibility in meal programs, expanded hours and improved facilities. An existing building on campus was renovated to improve the student fitness center. Kiosks have been added to dorms and primary educational facilities to improve communication.
H. Ensure a safe campus environment.	•Emergency Management Plan •Counseling Services •Required Sexual Harassment Training •Required Safety Training for Faculty/staff •Sheriff's Department Partnership •Health Clinic Partnership •Campus Assessment Timeline/Report	•Regular emergency drills •Report of Emergency Drills •MOU's and Agreements •Annual Campus Security Report •Facilities annual assessment report	8	NCTA strives to achieve a safe campus environment for all through appropriate staffing, services, and facilities. An Emergency Management Plan has been extensively revised. Counseling, health, and safety are managed through campus, community, and UNL staff and services. Campus facility/grounds assessment has resulted in improved campus safety including improved lighting, building/room lock upgrades, increased building traffic signage, speed-bump addition, accessible first aid kits and weather radios, safety training, and increased dorm security presence.
Enrollment:				
A. Increase college enrollment through recruitment activities.	•Annual enrollment plan •Recruitment strategic plans (in-state, out-of-state, international) •Retention plans •New application process (common system app.)	Short and Long-term Enrollment Reports Recruitment Reports	8	NCTA's on-campus enrollment has increased nearly 5% annually for the last 5 years. Facility upgrades, formal recruiting and enrollment plans, extensive efforts by recruiting staff, and expanded program offerings have all contributed to increased enrollment. Establishment of the Welcome Center, increased tour organization, and an expanded student ambassador program have assisted recruitment activities.
B. Increase college enrollment through increased student retention.	•Student Retention Committee •Faculty/staff guidance of early alert •Organized course/division study groups •Math and writing centers •Coordinated interpersonal skills coaching	•Retention Reports	6	NCTA's retention rates exceed the national average for comparable institutions. A retention committee has been established; however improved analysis and assessment of retention is needed. Organized division study groups and math/writing centers are in place as well as efforts to provide tutors. Efforts are in place to identify at-risk students and provide for their needs, but more formal assessment driven procedures and needed.

Budget:				
A. Increase college resource base.	• Capital Campaigns • Budget Appropriations • Expanded program offerings and capabilities	• Faculty Equity Analysis and Distribution • Increased appropriation • Increased tuition revenue • Increased donations	7	Donors continue to be identified with donations facilitated by the Nebraska Foundation. Upgrades to equipment such as the irrigation technician laboratory mini-pivot, new welders and an ag chemical sprayer have been facilitated. A donor provided funds for enhancing the welding facility, which is in progress. Industry supports learning activities such as annual seed donation for the college farm. Increased state appropriation facilitated faculty equity adjustments. Recent tuition rate changes providing equal tuition for all has increased non-resident enrollment and increased funds.
B. Increase campus wide understanding and participation in the budgeting process.	• Budget Committee and Development Process	• Budget Committee Minutes • Regular budget communication through faculty/staff open forums	8	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. Proposed changes are regularly communicated to faculty/staff prior to solicit feedback prior to final approval.
Facilities:				
A. Renovate, maintain, and develop facilities and grounds.	• 309 Funds • University of Nebraska Presidents and IANR Funds • Biosecurity and Traffic Committee • McCook Workcamp • IT Procedures	• 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. Procedures are in place to improve technology in facilities. Bringing facilities into ADA compliance is a current priority and planning is in progress.
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 • Event process for facility use	• MOU's of Sharing Community Resources • Community Garden Plan • Community Advisory Council Minutes • Annual events calendar	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. All campus facilities are available for use through a coordinated event planning process. A community garden on campus grounds has been initiated. Community organizations frequently utilize NCTA's campus for meeting and events.