

## Protocol 1053 Institutional Review, Evaluation, and Action Plans

**Protocol Number: 1053**

**Effective Date: 08/23/2024**

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### **Protocol**

Institutional review and evaluation include elements of continuous review and action, as well as periodic review and action. This is a data-driven process to determine the quality of teaching, outcomes of student learning, program effectiveness, the quality of research conducted by the students, student and faculty satisfaction, and effectiveness of governance and resources. This data is reviewed and analyzed and then used to determine resource requirements, future objectives, and changes necessary to achieve stated program goals. Institutional review and evaluation are composed of the following six elements.

<b>Document</b>	<b>Lead</b>	<b>Timing</b>	<b>Action</b>
Academic Program Review Reports	Assistant Dean for Administration and Assessment	Annually, June	Based on routine faculty committee reports, satisfaction surveys, and other data. Reviewed by Dean's Council and Faculty Governing Council for action. Individual reports and Program Review Report reviewed by Board according to Board calendar schedule. Resources for action items included in budget approved by Board.
Governance Dashboard	President and Board Chair	Annually, December	Includes contract reviews, compliance with Board policies, and Board Self-Evaluation Action Plan.
President's Annual Program Objectives, Updates, and Review	President and Board of Directors	Annually, June	President sets administrative goals for the year and reviews progress toward goals from previous year. Board performs annual President evaluation.

Strategic Plan Initiatives	Associate Dean for Administration and Registrar and Strategic Planning Committee of the Board comprised of Directors, Faculty, Staff, Students, and Community	Strategic plan updated every 4 years. Progress toward strategic initiatives reviewed annually by the Board in September.	Strategic Planning Committee and Board review progress. Board includes resources toward implementation in annual budgets.
Institutional Peer Review	Dean	Every 3 years	Comprehensive review of mission, education program, governance, and resources performed by external peer review. Action plan developed by administration and approved by Faculty Governing Council and Board. Action plans implemented by administration and faculty committees.
Financial Reports	Associate Dean for Administration, CFO, President, Board Finance and Compensation Committee	Quarterly	Finance develops quarterly reports that are reviewed by the Finance and Compensation Committee and Board. Final budgets approved by Board to include resources to address action plans generated from the other review and evaluation components.