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# HLC SITE VISIT PREP SESSION: CRITERION 5



# Goals

- **Identify key parts of the criteria that may receive focus from the team**
- **Identify key people on campus who can best respond**
- **Review key evidence UAFS presented in our assurance argument**
- **Consider specific questions the team might have**

# Review the Final Draft





## **Criterion 5. Institutional Effectiveness, Resources and Planning**

The institution's resources, structures, processes and planning are sufficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities.

5.A. Through its administrative structures and collaborative processes, the institution's leadership demonstrates that it is effective and enables the institution to fulfill its mission.

5.B. The institution's resource base supports its educational offerings and its plans for maintaining and strengthening their quality in the future.

5.C. The institution engages in systematic and integrated planning and improvement.

# Key themes and those in the circle of responsibility:

- Structure, process, and planning – not just the money
- Policies and processes to plan for the future
- Collaborative processes
  - How we are structured (org chart) and how do we work together to fulfill our mission
  - Shared governance: interaction with faculty, community, administration, governing board, alumni, students
  - Faculty set academic requirements/have oversight
- Resource base to do what we are doing, and the plan to have the resources to do what we want in the future
  - Talent base of qualified faculty and staff
  - Fiscal allocations follow the mission
- Integration of planning and improvement
- Systematic
- Linkage of how students are performing (assessment) with funding
- People: those involved in shared governance,

# How do we address the criteria? 5A

Through its administrative structures and collaborative processes, the institution's leadership demonstrates that it is effective and enables the institution to fulfill its mission.

- BOT
- Chancellor's Cabinet
- Dean's Council
- University Committees
- Faculty and Staff Handbooks
- Open Forums
- Strategic Plans
- IEP process
- Academic Program Viability Task Force
- Faculty Salary Equity Task Force
- Budget presentations

# How do we address the criteria? 5B

The institution's resource base supports its educational offerings and its plans for maintaining and strengthening their quality in the future.

- Onboarding and training for faculty and staff
- Conferences/professional memberships/PD
- Independent Audit
- RAWC/Windgate projects
- Renovations of Health Sciences/Baldor
- UAFS Foundation and University Advancement
- Budget Process
- Meetings with Vice Chancellor for Financial Affairs and deans

# How do we address the criteria? 5C

The institution engages in systematic and integrated planning and improvement.

- IEP Process
- Budget Council
- Creation of Grants position
- Environmental scans
- BOV and Advisory Boards
- Enrollment trends
- Campus master plan
- Monitoring of data
- Facilities



# Possible Questions – Budget

- 1. How are planning and budgeting tied together at UAFS?**
- 2. Can you describe the budgeting process?**
- 3. How do you ensure that the budget meets the Mission or Strategic Plan for proposed spending of resources?**
- 4. Explain your resource allocation framework and share your assessment of how well the process works.**
- 5. Is there equity among departments relative to funding, staffing, space, and support services?**
- 6. What contingencies do you have for unexpected expenses?**
- 7. How is professional development budgeted?**
- 8. Are capital improvements (facilities, technology, equipment) based on strategic needs of the institution?**
- 9. How are assessment results, program review recommendations, and strategic planning goals taken into consideration during the budget decision-making process?**
- 10. What are the different streams of revenue utilized by UAFS to fund the institution?**

# Possible Questions – Planning for the Future

How do you see the integration of various institutional planning resources (strategic planning, annual planning, financial planning, technology planning, academic planning, etc.) taking place at UAFS? What are the barriers you see to making this integration most effective?

Are there areas in your future vision that will require a major shift in the utilization of resources?

How well does your current allocation meet your mission and support your current institutional priorities?

In what ways can UAFS be expected to continue to accomplish its mission?

Is enrollment rising/falling/stabilized? What are the reasons for this?

What kinds of changes are taking place within the university? Do you see these changes as positive or negative?  
How will these changes impact UAFS?

What is the most significant change since you have been here?

What challenges do you believe UAFS will need to deal with in the next 10 years?

Do you have any concerns for the future of UAFS?

How is quality documented and maintained for various constituencies or delivery mechanisms?

# Possible Questions – Institutional Effectiveness

Other than processes that assess student academic achievement, what other processes are well-functioning in the evaluation of institutional effectiveness? Can you share examples?

Where might the institutional focus be in the future to strengthen its evaluation processes to ensure institutional effectiveness?

How are completion rates measured? What strategies are used for improvement? What types of completion are reported?

How is information disseminated so that all members of the campus community are informed?

What do you see as the strengths and challenges of the governance model employed at UAFS?

How does the Board of Trustees fit into the institutional governance structure?

What is the role of the Faculty Senate? The Staff Senate? Are these bodies effective? Why or why not? What are the barriers to efficacy?

How are faculty and staff given the opportunity to provide input into important initiatives?

Is there anything you would like us to know that we have not asked or covered?

# General Questions

- What do you believe have been the major accomplishments of UAFS over the last ten years?
- What are UAFS's problem areas?
- What concerns do you have about the future of UAFS?
- If UAFS were given \$2M to spend, how would you spend it?
- Is there anything you would like us to know that we have not asked or covered?



# Questions, concerns, problems?

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