Northwest Commission on College and University (NWCCU)
Annual Update for WSQA
Academic Year 2016-2017
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Accreditation recommendations to the College and year of recommendation	Actions taken by the college to address recommendations	Improvement results
BTC submitted its *Year One Self-Evaluation Report* in September 2015. NWCCU notified BTC in February 2016 that the college had satisfied the Commission's expectations regarding three recommendations from 2014 (to improve governance design, strengthen the Human Resources staffing structure, and use data more intentionally for	The college has no outstanding recommendations, but continued to implement improvement plans developed in response to prior recommendations. Recommendations from 2014 1) *Continue to implement an effective and widely understood system of governance.* Initial implementation of the college's new governance structure included establishment of a College Assembly in 2016-17. This cross-constituency group provides input, policy direction, general advice and recommendations to the Administration and Board of Trustees. This group also sets the institutional agenda for the college, monitors the college's progress toward achieving its goals, serves as a	The college has implemented a variety of improvements based on its ongoing efforts to address all prior recommendations. <u>Improvements and future plans based on work done to address recommendations from 2014</u> 1) Results of this work in 2016-17 include full implementation of a new participatory governance structure, with formation and implementation of a College Assembly and eight additional governance committees. While this represents a significant stride forward towards a collaborative, transparent governance structure, much work remains to be done in assessing the

assessment and improvement purposes) and two recommendations from 2011 (to improve student learning outcomes and better link strategic planning to resource allocation).

The college submitted an ad hoc report in March 2016 in response to the final remaining 2014 recommendation (to undergo external fiscal audits), and NWCCU notified BTC in July 2016 that the college had satisfied expectations.

communication network, and helps maintain consistency of major college processes. BTC also developed or revitalized eight governance committees, each with new operating guidelines and broad representation, and a variety of operating committees throughout the 2016-17 academic year. BTC will continue to assess the effectiveness of its new participatory governance structure during the 2017-18 academic year and forward.

2) *Employ qualified human resources personnel to maintain and support the operational functions of the college*. BTC continues to maintain the position of Executive Director of Human Resources, filling this previously vacant role with an employee qualified to maintain and support BTC's operational functions in the area of human resources.

3) *Undergo and consider the results of an external financial audit for each year of operation*. The college began a regular schedule of full financial audits in Fall 2016. The 2015 and 2016 auditor's reports included no management letters or findings. The college plans to continue these audits on a yearly basis, with the next external audit occurring in Fall 2017.

4) *Regularly use evaluation results to support planning, practice, resource allocation, application of institutional capacity, and improvement as needed*. The college now has a wide variety of online data dashboards and reports, and performs quarterly analyses (e.g., in the form of *Student Enrollment and Success Reports*) of relevant institutional data. The dashboards allow faculty and staff to explore data by instructional program, student demographics, specific timeframe, etc. Additionally, the college's new Planning & Resource Allocation (PARA) Committee will build on previous work to propose a college-wide unit planning, assessment and evaluation model and process to BTC's College Assembly during the 2017-18 academic year.

impact and efficacy of this model. The college will continue to solidify the operations of the Assembly and new committees over the next few years, developing an annual planning calendar and timeline to help guide the work of these teams.

2) The college continues to see increased consistency regarding application of BTC policies and procedures, including in hiring practices, employee reviews and in other areas.

3) The college continues to improve its financial controls and quality of financial reporting as a result of these regular audits.

4) Employee access to, confidence in, and engagement with college data resources continues to improve. In 2016-17, BTC's Institutional Effectiveness (IE) staff continued to maintain and improve a robust data management and access system to facilitate campus-wide, data-informed planning and decision-making. In 2016-17, the college partnered with Ruffalo Noel-Levitz to build a logistic regression model to predict first-quarter student retention to help guide effective interventions for new, at-risk students. The college's PARA governance committee was fully implemented in 2016-17.

	Recommendations from 2011	<u>Improvements and future plans based on work done to address recommendations from 2011</u>
	1) *Continue to make progress in fully completing the assessment cycle by "closing the loop" to demonstrate that student learning has been achieved as stated*. As part of the college's ongoing focus on development of effective student learning outcomes (SLOs) and continuous improvement, an updated SLO reporting process was piloted in the 2016-17 academic year, based on input and collaboration from faculty members. Faculty participated in multiple workshops and full-day training events throughout the year with the goals of (1) revisiting and updating program and course SLOs, (2) reviewing and reflecting on a selected set of program and course SLO results, and (3) working towards "closing the loop" regarding their assessment of and planning for student learning achievement and program effectiveness.	1) In the 2016-17 academic year, BTC implemented the recommendations of a faculty subcommittee of Instruction Council regarding student learning outcomes (SLO) assessment and reporting processes. Lessons from this pilot process will be incorporated into the SLO review, revision and reporting cycle. The new process will ensure that faculty—working in conjunction with the VP of Instruction, deans, and Institutional Effectiveness staff—will continue to identify specific, measurable SLOs, define effective assessment methods to measure student achievement across each SLO, and ensure meaningful use of assessment results to improve the teaching and learning process. BTC anticipates that, by 2022, all program and course learning outcomes will have been reviewed and updated through this new, incremental process.
	2) *Improve connection between mission (core themes and strategic planning) and the allocation of resources*. BTC's Planning and Resource Allocation (PARA) Committee began as an ad-hoc working group in the 2015-16 academic year and was restructured and re-established as one of the college's nine governance groups in Winter 2017. This cross-constituency committee develops, implements, and assesses multi-year and annual institutional strategic planning and resource allocation processes. The group also provides input, policy direction, and general advice to the College Assembly; serves as a campus-wide communication network centered on planning and resource allocation activities; and maintains consistency of major planning and resource allocation processes.	2) In 2016-17, the college implemented its cross-constituency PARA committee within BTC's new participatory governance structure to continue supporting the planning and resource allocation alignment process. A primary aim of the committee work is to build stronger connections between strategic planning and resource allocation. In 2017-18, the committee will also review, recommend, implement, and assess a process model and related materials to include a unit-level planning and assessment process.