



February 18, 2022

Karin Hilgersom  
President  
Truckee Meadows Community College  
7000 Dandini Boulevard  
Reno, NV 89512

Dear President Hilgersom:

Attached please find the Policies, Regulations, and Financial Review (PRFR) Evaluation Committee's review of Truckee Meadows Community College's Fall 2021 Policies, Regulations, and Financial Review. The attached review report documents areas where the institution was found to be in compliance with the NWCCU Standards for Accreditation and where additional opportunities for improvement exist. Please note that the Year Seven Evaluation of Institutional Effectiveness (EIE) Evaluation Team will receive a copy of this review report, as will the NWCCU Board of Commissioners for consideration at your institution's EIE accreditation appearance before the Commission in approximately one year's time.

NWCCU asks that you address any areas of needed improvement that the PRFR Evaluation Committee has noted in this review report in your EIE self-evaluation. Please feel free to reach out to your NWCCU Staff Liaison if you have further questions.

#### **Standards in Need of Improvement**

- Finding 1: Fall 2021 Policies, Regulations, and Financial Review - The following standards are areas where improvement is needed. (2020 Standard(s) 2.A.2;2.D.1;2.F.4;2.G.4)

#### **Future Evaluations**

- Year 7 - Evaluation of Institutional Effectiveness Fall 2022
  - Finding 1: Fall 2021 Policies, Regulations, and Financial Review

Thank you for your commitment to the process of peer evaluation and continuous quality improvement. If you have questions about any of the information in this letter, please contact your staff liaison, Dr. Mac Powell, at [mpowell@nwccu.org](mailto:mpowell@nwccu.org).

Sincerely,

Mac Powell  
Senior Vice President

cc: Dr. Melissa Deadmond, Associate Dean, Assessment and Planning

Panel Report for Truckee Meadows Community College

**Standard 2: Governance, Resources, and Capacity**



*The institution articulates its commitment to a structure of governance that is inclusive in its planning and decision-making. Through its planning, operational activities, and allocation of resources, the institution demonstrates a commitment to student learning and achievement in an environment respectful of meaningful discourse.*

Criteria for Review (1)	Evidence (2)	Team Verification (3)
<p><b>2.A.1</b> The institution demonstrates an effective governance structure, with a board(s) or other governing body(ies) composed predominantly of members with no contractual, employment relationship, or personal financial interest with the institution. Such members shall also possess clearly defined authority, roles, and responsibilities. Institutions that are part of a complex system with multiple boards, a centralized board, or related entities shall have, with respect to such boards, written and clearly defined contractual authority, roles, and responsibilities for all entities. In addition, authority and responsibility between the system and the institution is clearly delineated in a written contract, described on its website and in its public documents, and provides the NWCCU accredited institution with sufficient autonomy to fulfill its mission.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Institutional governance policies and procedures</li> <li><input checked="" type="checkbox"/> System governance policies and procedures</li> <li><input checked="" type="checkbox"/> Multiple board governing policies and procedures (if applicable)</li> <li><input checked="" type="checkbox"/> Board's calendar for reviewing institutional and board policies and procedures</li> <li><input checked="" type="checkbox"/> Bylaws and Articles of Incorporation referencing governance structure</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Compliant</li> <li><input type="checkbox"/> Needs improvement</li> <li><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</li> </ul>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>Truckee Meadows Community College is part of the Nevada System of Higher Education (NSHE) and operates under the oversight of the NSHE Board of Regents. The college is compliant with the requirements of Standard 2.A.1</p>		
<p><b>2.A.2</b> The institution has an effective system of leadership, staffed by qualified administrators, with appropriate levels of authority, responsibility, and accountability who are charged with planning, organizing, and managing the institution and assessing its achievements and effectiveness.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Leadership organizational chart</li> <li><input checked="" type="checkbox"/> Curriculum vitae of executive leadership</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Compliant</li> <li><input checked="" type="checkbox"/> Needs improvement</li> <li><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</li> </ul>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the organizational chart and CVs of the leadership team. Currently, there is transition in the Vice President of Finance and Administrative Services, Academic Affairs, Facilities and Maintenance, and other key administrative positions, requiring interim appointments. This should be reflected on in the institution's EIE and reviewed in the Year 7 by the evaluation team.</p>		
<p><b>2.A.3</b> The institution employs an appropriately qualified chief executive officer with full-time responsibility to the institution. The chief executive may serve as an <i>ex officio</i> member of the governing board(s) but may not serve as its chair.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Curriculum vitae of President/CEO</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Compliant</li> <li><input type="checkbox"/> Needs improvement</li> <li><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</li> </ul>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the CV of President Hilgersom and found the institution in compliance with Standard 2.A.3.</p>		

<p><b>2.A.4</b> The institution's decision-making structures and processes, which are documented and publicly available, must include provisions for the consideration of the views of faculty, staff, administrators, and students on matters in which each has a direct and reasonable interest.</p>	<p><input checked="" type="checkbox"/> Institutional governance policies &amp; procedures (see 2.A.1)</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>A review of Truckee Meadows shared governance process, which includes a broad spectrum of constituents and found it to be inclusive. In conjunction with the Faculty Senate, a shared governance document was developed that defines principles and roles. The document is available on the college website. The college is compliant with the requirements of Standard 2.A.4</p>		
<p><b>2.B.1</b> Within the context of its mission and values, the institution adheres to the principles of academic freedom and independence that protect its constituencies from inappropriate internal and external influences, pressures, and harassment.</p>	<p><input checked="" type="checkbox"/> Academic freedom policies and procedures</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The NSHE Board of Regents Handbook, TMCC Student Bill of Rights were reviewed. The college is compliant with the requirements of Standard 2.B.1</p>		
<p><b>2.B.2</b> Within the context of its mission and values, the institution defines and actively promotes an environment that supports independent thought in the pursuit and dissemination of knowledge. It affirms the freedom of faculty, staff, administrators, and students to share their scholarship and reasoned conclusions with others. While the institution and individuals within the institution may hold to a particular personal, social, or religious philosophy, its constituencies are intellectually free to test and examine all knowledge and theories, thought, reason, and perspectives of truth. Individuals within the institution allow others the freedom to do the same.</p>		<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The NSHE Board of Regents Handbook, TMCC Student Bill of Rights was reviewed. The college is compliant with the requirements of Standard 2.B.2.</p>		
<p><b>2.C.1</b> The institution's transfer-of-credit policy maintains the integrity of its programs and facilitates the efficient mobility of students desirous of the completion of their educational credits, credentials, or degrees in furtherance of their academic goals.</p>	<p><input checked="" type="checkbox"/> Transfer of credit policies procedures</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The transfer of credit policies for Truckee Meadow is governed primarily by the NSHE Board of Regents Handbook. In addition, the college communicates this to current and potential students through the college catalog and a specific website for transfer students. The college is compliant with the requirements of Standard 2.C.1</p>		

<p><b>2.C.2</b> The institution's policies and procedures related to student rights and responsibilities should include, but not be limited to, provisions related to academic honesty, conduct, appeals, grievances, and accommodations for persons with disabilities.</p>	<p><input checked="" type="checkbox"/> Documentation of students' rights and responsibilities policies and procedures, which include:  <input checked="" type="checkbox"/> Academic honesty  <input checked="" type="checkbox"/> Appeals, grievances  <input checked="" type="checkbox"/> Accommodations for persons with disabilities  (Student handbook or Catalog; links to webpages – please note specific pages or areas)</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The college adheres to the NSHE Board of Regents policies and procedures regarding student conduct (Title 2, Chapter 10). The team reviewed further clarification of student's rights and responsibilities in the college catalog (pages 16-20, 25), student conduct webpage, and webpages for the Disability Resource Center, Human Resources, and Equity Inclusion and Sustainability Office. The college is compliant with the requirements of Standard 2.C.2</p>		
<p><b>2.C.3</b> The institution's academic and administrative policies and procedures should include admission and placement policies that guide the enrollment of students in courses and programs through an evaluation of prerequisite knowledge, skills, and abilities to ensure a reasonable probability of student success at a level commensurate with the institution's expectations. Such policies should also include a policy regarding continuation in and termination from its educational programs, including its appeal and re-admission policy.</p>	<p><input checked="" type="checkbox"/> Policies and procedures for recruiting, admitting, and placing students (If Catalog, please note specific pages.)  <input checked="" type="checkbox"/> Policies/procedures related to continuation and termination from educational programs including appeal process and readmission policies/procedures (If Catalog, please note specific pages.)</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The NSHE Board of Regents Handbook was reviewed (Title 4, Chapter 16,) as well as the admissions section of the college catalog (pages 8-26). The college is compliant with the requirements of Standard 2.C.3.</p>		
<p><b>2.C.4</b> The institution's policies and procedures regarding the secure retention of student records must include provisions related to confidentiality, release, and the reliable backup and retrievability of such records.</p>	<p><input checked="" type="checkbox"/> Policies/procedures regarding secure retention of student records, i.e., back-up, confidentiality, release, protection from cybersecurity issues or other emergencies</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>NSHE Board of Regents Handbook (Title 4 Chapter 1, Section 26) and the college catalog (page 19) were reviewed. The college is compliant with the requirements of Standard 2.C.4.</p>		
<p><b>2.D.1</b> The institution represents itself clearly, accurately, and consistently through its announcements, statements, and publications. It communicates its academic intentions, programs, and services to students and to the public and demonstrates that its academic programs can be completed in a timely fashion. It regularly reviews its publications to ensure accuracy and integrity in all representations about its mission, programs, and services.</p>	<p><input checked="" type="checkbox"/> Policies/procedures/ for reviewing published materials (print or websites) that assures institutional integrity</p>	<p><input type="checkbox"/> Compliant  <input checked="" type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The college website and catalog were reviewed. The college also has a Web Advisory committee with a campus wide constituency to allow for input and feedback. While the team found the catalog and website to be current, it was not provided documentation that clearly defines the process for regular review. It is suggested that the Year 7 evaluation follow up on this.</p>		

<p><b>2.D.2</b> The institution advocates, subscribes to, and exemplifies high ethical standards in its management and operations, including in its dealings with the public, NWCCU, and external organizations, including the fair and equitable treatment of students, faculty, administrators, staff, and other stakeholders and constituencies. The institution ensures that complaints and grievances are addressed in a fair, equitable, and timely manner.</p>	<p><input checked="" type="checkbox"/> Policies/procedures for reviewing internal and external complaints and grievances</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The NSHE Board of Regents Handbook (Title 4, Chapter 1, Section 3), the personnel section of the TMCC Policy manual, and Equal Employment Opportunity and Affirmative Action policies were reviewed. The college is compliant with the requirements of Standard 2.D.2</p>		
<p><b>2.D.3</b> The institution adheres to clearly defined policies that prohibit conflicts of interest on the part of members of the governing board(s), administration, faculty, and staff.</p>	<p><input checked="" type="checkbox"/> Policies/procedures prohibiting conflict of interests among employees and board members</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>As part of the NHSE, Truckee Meadow Community College is governed by the Board of Regents Handbook (Title 4) and the Nevada Revised Statutes. Overall, the college is compliant with the requirements of Standard 2.D.3.</p>		
<p><b>2.E.1</b> The institution utilizes relevant audit processes and regular reporting to demonstrate financial stability, including sufficient cash flow and reserves to achieve and fulfill its mission.</p>	<p><input checked="" type="checkbox"/> Policies/procedures that articulate the oversight and management of financial resources  <input checked="" type="checkbox"/> Latest external financial audit including management letter  <input checked="" type="checkbox"/> Cash flow balance sheets  <input checked="" type="checkbox"/> Audited financial statements  <input checked="" type="checkbox"/> Tuition and fees, educational, and auxiliary revenue for undergraduate and graduate enrollments  <input checked="" type="checkbox"/> Significant contracts/grants  <input checked="" type="checkbox"/> Endowment and giving reports  <input checked="" type="checkbox"/> Investment revenue</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The institution is audited as part of the NSHE, and data is included in the comprehensive audit. The review of the audit documentation and financial statements indicate that the college is fiscally stable but experiencing recent enrollment and related fiscal pressures. The June 30th, 2020, statements show a decrease in net position of \$5m, which was one of five (of nine) operations in the NSHE to show a decrease. Although the accumulation and presentation process are still evolving, the information on the NWCCU financial portal point to a softening of enrollment and related tuition revenues. However, the college is still in a strong fiscal position, and appears to be in position to address these trends. It is recommended that the Year 7 evaluator review progress on this area. Overall, the college is in compliance with standard 2.E1.</p>		
<p><b>2.E.2</b> Financial planning includes meaningful opportunities for participation by stakeholders and ensures appropriate available funds, realistic development of financial resources, and comprehensive risk management to ensure short term financial health and long-term financial stability and sustainability.</p>	<p><input checked="" type="checkbox"/> Policies / procedures for planning and monitoring of operating and capital budgets, reserves, investments, fundraising, cash management, debt management, transfers and borrowing between funds</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The college builds biennial budgets in accordance with NSHE processes. Campus constituents participate in long-range planning in each unit, and these are combined into budget planning utilizing the college strategic master plan, facilities master plan and academic affairs strategic plan. The college is in compliance with Standard 2.E.2.</p>		

<p><b>2.E.3</b> Financial resources are managed transparently in accordance with policies approved by the institution's governing board(s), governance structure(s), and applicable state and federal laws.</p>	<input checked="" type="checkbox"/> Description of internal financial controls <input checked="" type="checkbox"/> Board approved financial policies, state financial policies, or system financial policies	<input checked="" type="checkbox"/> Compliant <input type="checkbox"/> Needs improvement <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The college follows NSHE Board of Regents policies as defined in the handbook, Title 4, Chapter 9, and TMCC policies 1000-1999. The college reports financial data quarterly to the NSHE Board of Regents. The college is in compliance with Standard 2.E.3.</p>		
<p><b>2.F.1</b> Faculty, staff, and administrators are apprised of their conditions of employment, work assignments, rights and responsibilities, and criteria and procedures for evaluation, retention, promotion, and termination.</p>	<input checked="" type="checkbox"/> Human resource policies / procedures <input checked="" type="checkbox"/> Policies/procedures related to teaching, scholarship, service, and artistic creation <input checked="" type="checkbox"/> Policies/procedures for apprising employees of working conditions, rights and responsibilities, evaluation, retention, promotion, and termination	<input checked="" type="checkbox"/> Compliant <input type="checkbox"/> Needs improvement <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the policies of NSHE and the college. The college is in compliance with Standard 2.F.1.</p>		
<p><b>2.F.2</b> The institution provides faculty, staff, and administrators with appropriate opportunities and support for professional growth and development.</p>	<input checked="" type="checkbox"/> Employee professional development policies/procedures	<input checked="" type="checkbox"/> Compliant <input type="checkbox"/> Needs improvement <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the college policies regarding mandatory trainings, evaluations, and related faculty contract. The team also reviewed training logs submitted by the college. Overall, the college is in compliance with Standard 2.F.2</p>		
<p><b>2.F.3</b> Consistent with its mission, programs, and services, the institution employs faculty, staff, and administrators sufficient in role, number, and qualifications to achieve its organizational responsibilities, educational objectives, establish and oversee academic policies, and ensure the integrity and continuity of its academic programs.</p>	<input checked="" type="checkbox"/> Documentation about engagement and responsibilities specified for faculty and staff, as appropriate <input checked="" type="checkbox"/> Personnel hiring policy/procedures <input checked="" type="checkbox"/> Academic organizational chart <input checked="" type="checkbox"/> Administrator/staff /faculty evaluation policies/procedures	<input checked="" type="checkbox"/> Compliant <input type="checkbox"/> Needs improvement <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed documentation and found the college compliant with Standard 2.F.3.</p>		
<p><b>2.F.4</b> Faculty, staff, and administrators are evaluated regularly and systematically in alignment with institutional mission and goals, educational objectives, and policies and procedures. Evaluations are based on written criteria that are published, easily accessible, and clearly communicated. Evaluations are applied equitably, fairly, and consistently in relation to responsibilities and duties. Personnel are assessed for effectiveness and are provided feedback and encouragement for improvement.</p>	<input checked="" type="checkbox"/> Administrator/staff/faculty evaluation policies/procedures	<input type="checkbox"/> Compliant <input checked="" type="checkbox"/> Needs improvement <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit

<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the policies and contracts related to evaluations, and found they meet the standard. However, no evidence was provided regarding the actual implementation, and it is suggested that the Year 7 evaluator request and review the information.</p>		
<p><b>2.G.1</b> Consistent with the nature of its educational programs and methods of delivery, and with a particular focus on equity and closure of equity gaps in achievement, the institution creates and maintains effective learning environments with appropriate programs and services to support student learning and success.</p>	<p><input checked="" type="checkbox"/> Listing of programs and services supporting student learning needs</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the programs and services including the assessment dashboard and Diversity, Equity, and Inclusion initiatives. The college provides a wide level of support services to students in the effort to close equity gaps and provided data measuring progress. The college is in compliance with Standard 2.G.1.</p>		
<p><b>2.G.2</b> The institution publishes in a catalog, or provides in a manner available to students and other stakeholders, current and accurate information that includes: institutional mission; admission requirements and procedures; grading policy; information on academic programs and courses, including degree and program completion requirements, expected learning outcomes, required course sequences, and projected timelines to completion based on normal student progress and the frequency of course offerings; names, titles, degrees held, and conferring institutions for administrators and full-time faculty; rules and regulations for conduct, rights, and responsibilities; tuition, fees, and other program costs; refund policies and procedures for students who withdraw from enrollment; opportunities and requirements for financial aid; and the academic calendar.</p>	<p><input checked="" type="checkbox"/> Catalog (and/or other publications) that provides information regarding:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Institutional mission</li> <li><input checked="" type="checkbox"/> Admission requirements and procedures</li> <li><input checked="" type="checkbox"/> Grading policy</li> <li><input checked="" type="checkbox"/> Information on academic programs and courses, including degree and program completion requirements, expected learning outcomes, required course sequences, and projected timelines to completion</li> <li><input checked="" type="checkbox"/> Names, titles, degrees held, and conferring institutions for administrators and full-time faculty</li> <li><input checked="" type="checkbox"/> Rules and regulations for conduct, rights, and responsibilities;</li> <li><input checked="" type="checkbox"/> Tuition, fees, and other program costs</li> <li><input checked="" type="checkbox"/> Refund policies and procedures for students who withdraw from enrollment</li> <li><input checked="" type="checkbox"/> Opportunities and requirements for financial aid</li> <li><input checked="" type="checkbox"/> The academic calendar (See 2.C.2)</li> </ul> <p>(Student handbook or Catalog; links to webpages – please note specific pages or areas)</p>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The college provided the team with the required documentation, including the catalog (pages 8-26), which were reviewed. The college is compliant with Standard 2.G.2.</p>		
<p><b>2.G.3</b> Publications and other written materials that describe educational programs include accurate information on national and/or state legal eligibility requirements for licensure or entry into an occupation or profession for which education and training are offered. Descriptions of unique requirements for employment and advancement in the occupation or profession shall be included in such materials.</p>	<p><input checked="" type="checkbox"/> Samples of publications and other written materials that describe:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Accurate information on national and/or state legal eligibility requirements for licensure or entry into an occupation or profession for which education and training are offered.</li> <li><input checked="" type="checkbox"/> Descriptions of unique requirements for employment and advancement in the occupation or profession shall be included in such materials.</li> </ul>	<p><input checked="" type="checkbox"/> Compliant  <input type="checkbox"/> Needs improvement  <input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>

<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the list of programs requiring external licensure or credentialing, and the related publication in the college catalog (pages 28-208). The college is compliant with Standard 2.G.3.</p>		
<p><b>2.G.4</b> The institution provides an effective and accountable program of financial aid consistent with its mission, student needs, and institutional resources. Information regarding the categories of financial assistance (such as scholarships, grants, and loans) is published and made available to prospective and enrolled students.</p>	<p><input checked="" type="checkbox"/> Published financial aid policies/procedures including information about categories of financial assistance (Student handbook or Catalog; links to webpages – please note specific pages or areas)</p> <p><input checked="" type="checkbox"/> Information to students regarding repayment obligations</p> <p><input checked="" type="checkbox"/> Policies / procedures for monitoring student loan programs</p>	<p><input type="checkbox"/> Compliant</p> <p><input checked="" type="checkbox"/> Needs improvement</p> <p><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the website for financial aid, scholarship and student employment, the Financial Aid Student's Rights and Responsibilities webpage, and the college catalog (page 16-17). The team also read the management letter from external auditor and noted several exceptions for the college listed. It is suggested that the institution address these issues in their Year 7 EIE self-Study to demonstrate continued compliance with Standard 2.G.4.</p>		
<p><b>2.G.5</b> Students receiving financial assistance are informed of any repayment obligations. The institution regularly monitors its student loan programs and publicizes the institution's loan default rate on its website.</p>		<p><input checked="" type="checkbox"/> Compliant</p> <p><input type="checkbox"/> Needs improvement</p> <p><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the student loan webpage and the College Student Loan Code of Conduct. The college is in compliance with standard 2.G.5.</p>		
<p><b>2.G.6</b> The institution designs, maintains, and evaluates a systematic and effective program of academic advisement to support student development and success. Personnel responsible for advising students are knowledgeable of the curriculum, program and graduation requirements, and are adequately prepared to successfully fulfill their responsibilities. Advising requirements and responsibilities of advisors are defined, published, and made available to students.</p>	<p><input type="checkbox"/> Description of advising program, staffing, and advising publications (Student handbook or Catalog; links to webpages – please note specific pages or areas)</p> <p><input checked="" type="checkbox"/> Systematic evaluation of advising</p> <p><input checked="" type="checkbox"/> Professional development policies / procedures for advisors</p>	<p><input checked="" type="checkbox"/> Compliant</p> <p><input type="checkbox"/> Needs improvement</p> <p><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the advising webpage, CAS self-study and annual reports. The college is in compliance with Standard 2.G.6.</p>		
<p><b>2.G.7</b> The institution maintains an effective identity verification process for students enrolled in distance education courses and programs to establish that the student enrolled in such a course or program is the same person whose achievements are evaluated and credentialed. The institution ensures that the identity verification process for distance education students protects student privacy and that students are informed, in writing at the time of enrollment, of current and projected charges associated with the identity verification process.</p>	<p><input checked="" type="checkbox"/> Policies/procedures for ensuring identity verification for students enrolling in distance education courses</p>	<p><input checked="" type="checkbox"/> Compliant</p> <p><input type="checkbox"/> Needs improvement</p> <p><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</p>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the policies and procedures for identity verification and protection. The college is in compliance with Standard 2.G.7.</p>		



<p><b>2.H.1</b> Consistent with its mission, the institution employs qualified personnel and provides access to library and information resources with a level of currency, depth, and breadth sufficient to support and sustain the institution's mission, programs, and services.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Procedures for assessing adequacy of library collections</li> <li><input checked="" type="checkbox"/> Library planning committee and procedures for planning and collection development</li> <li><input checked="" type="checkbox"/> Library instruction plan; policies/procedures related to the use of library and information resources</li> <li><input checked="" type="checkbox"/> Library staffing information; policies/procedures that explains faculty/library partnership for assuring library and information resources are integrated into the learning process</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Compliant</li> <li><input type="checkbox"/> Needs improvement</li> <li><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</li> </ul>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the policies and procedure for assessing the library collection, the library planning committee, and staffing. The college is in compliance with Standard 2.H.1.</p>		
<p><b>2.I.1</b> Consistent with its mission, the institution creates and maintains physical facilities and technology infrastructure that are accessible, safe, secure, and sufficient in quantity and quality to ensure healthful learning and working environments that support and sustain the institution's mission, academic programs, and services.</p>	<p>Facilities master plan, including</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Equipment replacement policies/procedures</li> <li><input checked="" type="checkbox"/> Procedures for assessing sufficiency of physical facilities</li> <li><input checked="" type="checkbox"/> Policies and procedures for ensuring accessible, safe, and secure facilities</li> <li><input checked="" type="checkbox"/> Policies/procedures for the use, storage, and disposal of hazardous waste</li> <li><input checked="" type="checkbox"/> Technology master plan and planning processes</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Compliant</li> <li><input type="checkbox"/> Needs improvement</li> <li><input type="checkbox"/> Additional Onsite Evaluation Required within the EIE year seven visit</li> </ul>
<p><b>RATIONALE:</b> This is our team's rationale for rating this institution as we did.</p> <p>The team reviewed the facilities master plan, facilities assessment plan, technology master plan, hazardous materials policies and procedures, and campus police services. The college is taking a leadership role in the energy conservation and sustainability efforts in the NSHE. The college is compliant with Standard 2.I.1.</p>		
<p><b>Concluding Comments:</b></p> <p>Thank you for an excellent report and ample evidence to demonstrate compliance with the NWCCU Standards.</p>		