

Six Year Report: Policies, Regulations & Financial Review (PRFR)

NWCCU Standards

Mandatory Evidence: Provide name and live link.

- 2.A.1 EV.#1: Institutional board governance policies and procedures __
- 2.A.1 EV.#2: System governance policies and procedures (if applicable) __
- 2.A.1 EV.#3: Multiple board governing policies and procedures (if applicable) __
- 2.A.1 EV.#4: Bylaws and Articles of Incorporation referencing governance structure __
- 2.A.1 EV.#5: Board's calendar for reviewing institutional and board policies and procedures or evidence that de
- 2.A.1 EV.#6: Board onboarding materials __
- 2.A.1 EV.#7: Board professional development/training materials __
- 2.A.1 EV.#8: Board self-evaluation __

- 2.A.2 EV.#1: Leadership organizational chart __
- 2.A.2 EV.#2: Curriculum vitae of executive leadership (EC) __

- 2.A.3 EV.#1: Curriculum vitae of President __
 - CEO__

- 2.A.4 EV.#1: Institutional governance policies and procedures __
- 2. A.4 EV.#2: Documentation of decision-making structures and processes publicly available to relevant consti

- 2.B.1 EV.#1: Academic freedom policies and procedures (evidence could include language from negotiated agr
- 2.B.1 EV.#2: Evidence of students' academic freedom (evidence could include language from Student Rights ar

- 2.B.2 EV.#1: Affirmation of freedom of speech and expression to share their scholarship and reasoned conclusi
- 2.B.2 EV.#2: For faculty __
- 2.B.2 EV.#3: For staff __
- 2.B.2 EV.#4: For administrators __
- 2.B.2 EV.#5: For students __
- 2.B.2 EV.#6: PACE Survey Evidences
- 2.B.2 EV.#7: PACE Survey Evidences
- 2.B.2 EV.#8: IRB research processes

- 2.C.1 EV.#1: Transfer of credit policies and procedures (could include catalog and transfer websites) __
- 2.C.1 EV.#2: Transfer outcomes data (e.g., transfer student success measures) __

- 2.C.2 EV.#1: Documentation of student's rights and responsibilities policies and procedures, which include:
 - Academic honesty __
 - Conduct __
 - Appeals __
 - Grievances__
 - Accommodations for persons with disabilities __
 - Policy on student rights and responsibility__

2.C.3 EV.#1: Policies and procedures for admitting and placing students __

2.C.3 EV.#2: Policies and procedures related to continuation and termination from educational programs inclu

· appeal process__

· readmission__

2.C.4 EV.#1: Policies and procedures regarding secure retention of student records, (i.e. where applicable) __

· back-up (e.g. GRC cloud server) __

· release __

· data security for physical and electronic student records __

2.D.1 EV.#1: Description of procedures or process for reviewing published materials for academic programs __

2.D.1 EV.#2: Links to program information that demonstrate clear information about time to completion for pro

2.D.1 EV.#3: Description of procedures or process for reviewing published materials about services available to

2.D.1 EV.#4: Description or evidence of recruiting practices that ensures accurate information is provided to pr

2.D.2 EV.#1: Policies and procedures for reviewing internal complaints, including:

· Student academic-related grievances __

· Discrimination __

· Title IX __

· Evidence that complaint information is provided to students and prospective students with contact informati

· Description of process for maintaining a record of qualifying student complaints for seven years or longer anc

2.D.2 EV.#2: Policies and procedures for reviewing external complaints and grievances __

2.D.3 EV.#1: Policies and procedures prohibiting conflict of interests among employees and board members __

2.E.1 EV.#1: Policies and procedures that articulate the oversight and management of financial resources __

2.E.1 EV.#2: Latest external financial audit including management letter __

2.E.1 EV.#3: For institutions for whom the most recent external financial audit is more than one fiscal year from

· Statement of cash flow __

· Income Statement (or equivalent) __

· Balance Sheet (or equivalent)__

2.E.2 EV.#1: Policies and procedures for planning and monitoring of operating and capital budgets,

· reserves__

· investments__

· fundraising__

· cash management__

· debt management__

· transfers and borrowing between funds__

2.E.2 EV.#2: Sample of meeting agendas, minutes, and/or other documentation as evidence of meaningful opp

2.E.2 EV.#3: Fiscal sustainability policy and documentation

2.E.3 EV.#1: Description of internal financial controls __

2.E.3 EV.#2: Board approved financial policies __

- state financial policies__
- system financial policies__

2.F.1 EV.#1: Human resource policies and procedures __

2.F.1 EV.#2: Policies and procedures related to teaching, __

- scholarship__
- service__
- artistic creation__

2.F.1 EV.#3: Policies and procedures for appraising employees of working conditions, __

- rights and responsibilities__
- evaluation__
- retention__
- promotion__
- termination__

2.F.2 EV.#1: Employee professional development policies and procedures for faculty, __

- staff__
- administrators__

2.F.3 EV.#1: Documentation about engagement and responsibilities specified for faculty and staff, as appropriate

2.F.3 EV.#2: Personnel hiring policies and procedures __

2.F.3 EV.#3: Organization charts __

2.F.3 EV.#4: Policies and procedures for determining positions and anticipated resource allocation __

2.F.3.EV.#5: Sample job descriptions and required minimum qualifications__

2.F.4 EV.#1: Administrator/staff/faculty evaluation policies and procedures __

2.G.1 EV.#1: Listing of programs and services supporting student learning and success needs __

2.G.1 EV.#2: Assessment measures of effectiveness for programs and services __

2.G.2 EV.#1: Catalog (and/or other publications) that provides information regarding:

2.G.2 EV.#2: Institutional mission __

2.G.2 EV.#3: Admission requirements and procedures __

2.G.2 EV.#4: Grading policy __

2.G.2 EV.#5: Information on academic programs and courses, including degree and program completion requirements

2.G.2 EV.#6: Names, titles, degrees held, and conferring institutions for administrators and full-time faculty __

2.G.2 EV.#7: Rules and regulations for conduct, rights, and responsibilities __

2.G.2 EV.#8: Tuition, fees, and other program costs __

2.G.2 EV.#9: Refund policies and procedures for students who withdraw from enrollment __

2.G.2 EV.#10: Opportunities and requirements for financial aid __

2.G.2 EV.#11: The academic calendar __

2.G.3 EV.#1: Samples of publications and other written materials that describe the following:

- Accurate information on national and/or state legal eligibility requirements for licensure or entry into an occupation
- Descriptions of unique requirements for employment and advancement in the occupation or profession shall
- A list of programs leading to fields with licensure requirements __

2.G.4 EV.#1: Published financial aid policies and procedures including information about categories of financial aid

2.G.5 EV.#1: Information to students regarding repayment obligations __

2.G.5 EV.#2: Policies and procedures for monitoring student loan programs __

2.G.5 EV.#3: Most recent loan default rate published on institutional website in accessible location __

2.G.5 EV.#4 : Sample letter to students regarding award and repayment obligations __

2.G.6 EV.#1: Description of advising program, staffing, and advising publications (Student handbook or Catalog)

2.G.6 EV.#2: Description and evidence of systematic evaluation of advising __

2.G.6 EV.#3: Professional development policies and procedures for advisors __

2.G.6.EV.#4: Advisement (Strategic/ Model) Plan__

2.G.6.EV#5: Anonymized sample advisement logs__

2.G.7 EV.#1: Policies and procedures for ensuring the student who registers in a distance education course/pro

2.G.7 EV.#2: Policies and procedures make it clear that these identity verification processes (e.g., admissions i

2.G.7 EV.#3: Notification to students at the time of registration of any additional charges associated with verific

2.G.7 EV.#4 : Academic policies and procedures for instructors to implement requirements for regular and sub

2.H.1 EV.#1: Procedures for assessing adequacy of library collections __

2.H.1 EV.#2: Library planning committee and procedures for planning and collection development __

2.H.1 EV.#3: Library instruction plan; policies and procedures related to the use of library and information resou

2.H.1 EV.#4: Library staffing information; policies and procedures that explains faculty/library partnership for a

2.I.1 EV.#1: Facilities master plan, including:

- Facilities master plan and planning processes __
- Equipment replacement policies and procedures __
- Procedures for assessing sufficiency of physical facilities __
- Policies and procedures for ensuring accessible, safe, and secure facilities __
- Policies and procedures for the use, storage, and disposal of hazardous waste __
- Link to Clery Annual Security Report posted on website

2.I.1 EV.#1: Technology master plan, including:

- Technology master plan and planning processes
- Equipment replacement policies and procedures
- Procedures for assessing sufficiency of technology infrastructure
- Policies and procedures for ensuring accessible, efficient educational technologies
- Policies and procedures for the use, storage, and refurbishing equipment

- Cybersecurity Policies and Procedures, including description of training
- Data governance and security policies