Purpose: February 1, 2020, Idaho State University (ISU) will submit to the Northwest Commission on Colleges and Universities (NWCCU) its Year 6 accreditation evaluation that focuses on Standard Two, a demonstration of the University’s governance, resources, and capacity.

To address each of the areas within Standard Two, it will require Institutional Effectiveness to coordinate closely with the campus’ academic and non-academic units to collect supporting information and documentation, then assemble it into a comprehensive, cohesive document. This document will recommend the procedure, unit assignments, and provide a timeline to complete the Year 6 report.

Background: Until October 2019, ISU had followed the NWCCU’s accreditation cycle established in 2010 and revised in 2015. The previous evaluation was composed of five standards. ISU completed its Year One self-assessment report that centered on defining the University’s mission and core themes and its Mid-Cycle self-assessment report, which evaluated the University’s planning and assessment framework. The Year 7 self-assessment report, site visit, and final report process was to culminate in 2021 with an evaluation of all five of the standards.

In 2019, the NWCCU revised its standards and evaluation methods. It eliminated the Year One, maintained a Mid-Cycle Report, created a Year 6 evaluation composed of Standard Two, and modified the Year 7 Evaluation to focus on student learning, student achievement, and Institutional success. This change in the evaluation process requires that ISU now begin the development of the Year 6 report for submission on February 1, 2021.

The reporting requirements for Standard Two are structured in a way that makes reporting more streamlined. As a result of improvements in technology and the NWCCU’s desire to “go paperless,” the previous submission requirements have changed from having to produce paper copies of policies and documents assembled into a bound report to now simply citing the website addresses of those published policies and documents. While this will save a significant amount of time, there are also long-established pitfalls, like broken links, outdated materials still posted, as well as dates and other elements of the website not updated when changes have taken place. It will be the responsibility of the assigned units to review their webpages and make sure they are correctly updated. The Accreditation, Assessment, and Academic Program Review (AAAPR) Subcommittee will double-check the page for accuracy.

Project Information and Phased Timeline:

By February 1, 2021, ISU will provide NWCCU with a completed Year Six Report.

The digital report will be produced by the AAAPR Subcommittee with support from Institutional Effectiveness and in cooperation with ISU’s academic and non-academic units. The Leadership Council will have review authority, and the President will have the final approval/signature authority of the submission.
Phase 1: Information Collection- February 1–March 31, 2020

ISU’s Accreditation Liaison Officer will (ALO) be responsible for ensuring that the AAAPR has received all of the report requirements. The AAAPR will meet the first week of February and review the standards and assign responsibilities to the appropriate units across campus.

Phase 2: Assembly- April 1–April 30, 2020

The appropriate units will provide the AAAPR with the results of their assignments. The AAAPR will meet and review the units’ results and determine if there are any gaps in the information provided. At that time, Institutional Effectiveness will begin assembling the information and developing the first draft of the Year 6 Report.

Phase 3: First Draft- May 1–July 14, 2020

Institutional Effectiveness will provide the AAAPR with the initial draft of the Year 6 Report. Members of the AAAPR will have five days to review the report and return comments back to Institutional Effectiveness. Information gaps will be addressed with units missing requirements. Institutional Effectiveness will complete the second draft based on input, changes, and the collection of additional information.

Phase 4: Second and Third Drafts- February 1-15, 2021

Institutional Effectiveness will provide the AAAPR with the second draft of the Year 6 Report January 6. Members of the AAAPR will have five days to make updates and modifications to the report and return comments back to Institutional Effectiveness. Institutional Effectiveness will complete the third draft based on the input.

Phase 5: Review and Approval- May 15 - June 4, 2021

The ALO will present the third draft to the Leadership Council for review. Members of the Leadership Council will have five days to update or modify the report and return comments back to Institutional Effectiveness. Institutional Effectiveness will complete the final draft based on the input. The ALO will present the final report to the Administrative Council for approval. The ALO will submit the completed Year 6 Report to the NWCCU via their portal.

On-Going Actions

Currently, the timeline for review of the Year Six evaluation is still unclear at this point during the review period; units will check their links and make only minor administrative changes to the pages will take place. This will preserve the pages as they were when submitted for review. Institutional Effectiveness will complete a 100% review of each link every two weeks.