**Criterion 2 Example Review Questions**

Criterion 2. Integrity: Ethical and Responsible Conduct

The institution acts with integrity; its conduct is ethical and responsible.

Core Components

**2.A.** The institution establishes and follows policies and processes to ensure fair and ethical behavior on the part of its governing board, administration, faculty and staff.

* The institution develops and the governing board adopts the mission.
* The institution operates with integrity in its financial, academic, human resources and auxiliary functions.
* Do you understand the college’s FERPA policy, and have you received formal training?

**Questions:**

* What roles does the governing board play in the development and adoption of BRTC’s mission?
* How do you know BRTC operates with integrity in regard to its financial functions?
* How do you know BRTC operates with integrity in regard to its academic functions?
* How do you know BRTC operates with integrity in human resources?
* What are BRTC’s auxiliary functions?
* How do you know BRTC operates with integrity in regard to its auxiliary functions?
* Is BRTC committed to equal employment and educational opportunities?
* Describe the campus climate at BRTC.

**2.B.** The institution presents itself clearly and completely to its students and to the public.

* The institution ensures the accuracy of any representations it makes regarding academic offerings, requirements, faculty and staff, costs to students, governance structure and accreditation relationships.
* The institution ensures evidence is available to support any claims it makes regarding its contributions to the educational experience through research, community engagement, experiential learning, religious or spiritual purpose and economic development.

**Questions:**

* How do you know that BRTC’s marketing materials are accurate?
* How do you know that the information on the website is accurate?
* Describe BRTC’s shared governance structure.
* What evidence is available to support BRTC’s claims about its support of economic development in the local community and in the state?
* Do students actually receive what BRTC promises in the Catalog, on the website, and in recruitment materials?
* Can students get the courses they need to complete a degree or certificate in a timely manner?
* Do you believe your daily reality matches the documentation the team was sent?
* Do you know where to get a financial report? Is this common knowledge?
* Do people know where to voice a concern or lodge a complaint?
* How do faculty and staff participate in decision-making at different levels?
* Do you think faculty and staff have sufficient input into decisions that affect them?
* Do you feel the work you do is valued by the administration?

**2.C.** The governing board of the institution is autonomous to make decisions in the best interest of the institution in compliance with board policies and to ensure the institution’s integrity.

* The governing board is trained and knowledgeable so that it makes informed decisions with respect to the institution’s financial and academic policies and practices; the board meets its legal and fiduciary responsibilities.
* The governing board’s deliberations reflect priorities to preserve and enhance the institution.
* The governing board reviews the reasonable and relevant interests of the institution’s internal and external constituencies during its decision-making deliberations.
* The governing board preserves its independence from undue influence on the part of donors, elected officials, ownership interests or other external parties.
* The governing board delegates day-to-day management of the institution to the institution’s administration and expects the institution’s faculty to oversee academic matters.
* What are the major responsibilities of the Board of Trustees?

**Questions:**

* Is BRTC’s governing board adequately trained?
* Describe the governing board’s involvement in college operations.
* Describe the governing board’s priorities for the institutions.
* Describe the role internal and external constituencies play in the governing board’s deliberations.
* What evidence do you have that the governing board is not heavily influenced by donors, elected officials, or others?
* Who has primary oversight of academic matters at BRTC?
* When a policy, process, or program is being examined or proposed, is it publicized to the appropriate constituencies?

**2.D.** The institution is committed to academic freedom and freedom of expression in the pursuit of truth in teaching and learning.

**Questions:**

* Describe BRTC’s approach to academic freedom.
* Describe BRTC’s approach to freedom of expression.
* Do you, faculty, believe you have academic freedom in your teaching?

**2.E.** The institution’s policies and procedures call for responsible acquisition, discovery and application of knowledge by its faculty, staff and students.

* Institutions supporting basic and applied research maintain professional standards and provide oversight ensuring regulatory compliance, ethical behavior and fiscal accountability.
* The institution provides effective support services to ensure the integrity of research and scholarly practice conducted by its faculty, staff and students.
* The institution provides students guidance in the ethics of research and use of information resources.
* The institution enforces policies on academic honesty and integrity.

**Questions:**

* Does BRTC have anything formal in place to ensure professional standards are upheld when research is conducted by the college?
* What support services are available to ensure the integrity of scholarly practice conducted by faculty, staff, and students?
* How does BRTC provide students with guidance in the ethics of research and use of information resources?
* Does BRTC have policies on academic honesty and integrity? If so, where are they found?
* Does BRTC have policies and procedures in place to address ethical conduct in research for both faculty and students?