**Mock Questions for Criterion 5.**

**Institutional Effectiveness, Resources, and Planning**

**The institution’s resources, structures, and processes are sufficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities.**

**Core Components**

**5.A.** **Through its administrative structures and collaborative processes, the institution’s leadership demonstrates that it is effective and enables the institution to fulfill its mission.**

1. Shared governance at the institution engages its internal constituencies—including its governing board, administration, faculty, staff and students—through planning, policies and procedures.

* Describe BRTC’s shared governance process.
* Does BRTC’s shared governance process authentically engage multiple constituencies?
* What do you believe are the strengths and challenges of BRTC’s shared governance process?
* Give some examples of BRTC’s shared governance process in action.
* What is the role of the Faculty Forum at BRTC?
* What is the role of the Staff Forum at BRTC?
* Describe the role of the College Administrative Council at BRTC.
* What role do students play in the college’s shared governance process?

1. The institution’s administration uses data to reach informed decisions in the best interests of the institution and its constituents.

* Does BRTC’s administration use data to reach informed decisions? Give examples.
* What common forms of data does BRTC review when making informed decisions?
* How do you know BRTC administration routinely uses data to make informed decisions?

1. The institution’s administration ensures that faculty and, when appropriate, staff and students are involved in setting academic requirements, policy and processes through effective collaborative structures.

* What is the process for setting academic requirements at BRTC?
* Describe how academic policies and processes are developed at BRTC.
* Where can an employee find BRTC’s processes for setting academic requirements?
* How are faculty given the opportunity to provide input into important decisions?

**5.B.** **The institution’s resource base supports its educational offerings and its plans for maintaining and strengthening their quality in the future.**

1. The institution has qualified and trained operational staff and infrastructure sufficient to support its operations wherever and however programs are delivered.

* Does BRTC have qualified and trained operational staff to support all operations?
* Does BRTC have the appropriate infrastructure to support its operations on the main campus? What about online? What about at additional locations?
* How are qualifications determined for staff?
* Are capital improvements (facilities, technology, equipment, etc.) based on strategic needs of the institution?

1. The goals incorporated into the mission and any related statements are realistic in light of the institution’s organization, resources and opportunities.

* What are BRTC’s goals and related statements?
* Do you believe BRTC’s goals are realistic?

1. The institution has a well-developed process in place for budgeting and for monitoring its finances.

* Describe BRTC’s process for budgeting.
* How does BRTC monitor its finances?

1. The institution’s fiscal allocations ensure that its educational purposes are achieved.

* What evidence exists that BRTC’s fiscal allocations are ensuring that its educational purposes are achieved?
* Does BRTC always prioritize the institution’s educational purpose over other goals?
* What are the different streams of revenue that fund the institution?

**5.C.** **The institution engages in systematic and integrated planning and improvement.**

1. The institution allocates its resources in alignment with its mission and priorities, including, as applicable, its comprehensive research enterprise, associated institutes and affiliated centers.

* What is BRTC’s comprehensive research enterprise?
* What are BRTC’s associated institutes and affiliated centers?
* How does BRTC ensure that resources are allocated in alignment with the college’s mission and priorities?
* If your department wants or needs additional resources, how to you go about seeking them?

1. The institution links its processes for assessment of student learning, evaluation of operations, planning and budgeting.

* Describe how BRTC links its processes for assessment of student learning, evaluation of operations, planning, and budgeting.
* Provide an example of something from your area going through the assessment – planning – budgeting cycle.
* How are assessment results taken into consideration during the budget decision-making process?
* How are program review recommendations taken into consideration during the budget decision-making process?
* How are strategic planning goals taken into consideration during the budget decision making process?

1. The planning process encompasses the institution as a whole and considers the perspectives of internal and external constituent groups.

* Who is responsible for planning at BRTC?
* How are the perspectives of internal constituents considered in BRTC’s planning process?
* How are the perspectives of external constituents considered in BRTC’s planning process?
* Does BRTC’s planning process authentically include the entire institution?

1. The institution plans on the basis of a sound understanding of its current capacity, including fluctuations in the institution’s sources of revenue and enrollment.

* Does BRTC plan on the basis of a sound understanding of its current capacity, including fluctuations in the college’s sources of revenue and enrollment?
* How have BRTC’s sources of revenue and enrollment fluctuated in recent history?
* Has BRTC attempted to project future enrollment and revenue? If so, what does the institution predict?
* Do you understand BRTC’s annual budget process?

1. Institutional planning anticipates evolving external factors, such as technology advancements, demographic shifts, globalization, the economy and state support.

* What evolving factors has BRTC considered in recent planning efforts?
* How have demographic shifts and the economy affected BRTC’s planning efforts?
* How does BRTC plan for fluctuations in state support?
* What are the various streams of revenue utilized by BRTC to fund the institution?
* What challenges do you believe BRTC will face in the next 10 years?

1. The institution implements its plans to systematically improve its operations and student outcomes.

* Provide examples of plans BRTC has implemented to improve operations.
* Provide examples of plans BRTC has implemented to improve student learning or the student experience at BRTC.
* How does BRTC document its planning efforts and plan implementation?
* How do you know operations are improving at BRTC?
* How do you know student outcomes are improving at BRTC?
* How has your department created or modified processes to increase institutional effectiveness?