

**BP 206****Monitoring Student ~~Learning and Program Outcomes~~ Achievement**

Reference: None

Adoption Date: July 2012

Last Revision Date: ~~June 2015~~ July 2017

**Rationale for Monitoring Student Achievement:** BP 206 provides a framework for monitoring assessment as it relates to undergraduate retention rate, completion rate, and graduation rate. Establishment of the thresholds listed below and the use of monitoring as a follow up are founded on the following rationales:

1. The benchmarks are based on nationally recognized norms including those used by regional accreditors (C-RAC) and other agencies.
2. Remediation of completion, retention, and graduation rates necessitates a period of time (generally three to six years) for the effect of implemented changes to demonstrate clear results.

**Monitoring Thresholds:** Monitoring will be initiated based on institutional data submitted as part of the annual report. Rates should be calculated using the standard cohort definition provided in the report (which will be (or approximate) IPEDS definitions). Staff monitoring will be triggered by the following rates:

1. Less than a 25% completion rate in certificate programs
2. Less than a 15% completion rate in associate degree programs
3. Less than a 25% graduation rate in bachelor's degree programs
4. Less than a 35% retention rate in associate degree programs
5. Less than a 50% retention rate in bachelor's degree programs

**Required Institutional Action Plan Submitted to TRACS Staff:** The staff will work with the institution to ensure that a plan is in effect to address the rate under review. The plan should be based on research and adhere to best practices and may consider the following components:

1. The relationship of the rate in question to the mission of the institution and in particular to the profile of the student cohort in question
2. Programmatic data
3. A three-year average of rates
4. Comparison studies with peer institutions
5. Demonstration that a quantifiable plan has been implemented including intermediate goals
6. Demonstration that internal results are reviewed by the reporting institution and result in action

7. Evidence that progress has been made including but not limited to
  - a. Enrollment management plan
  - b. Student Success Services
  - c. Suspension and warning trends
  - d. Departmental Action plans
  - e. Academic Advising policies and procedures
  - f. Student Surveys
  - g. Retention Rates
8. Evidence that an alternate definition of the retention, completion, or graduation rate is significant for the institution (for example, inclusion of transfer students or separation of a unique program from the institutional rate)

Once a plan has been submitted, the institution will be allowed adequate time for the plan to be effective. Generally adequate time will be based on the degree category in question and will be three to six years to allow for a full student cohort to complete a plan cycle. However, failure to submit a satisfactory plan or failure to demonstrate progress in meeting plan goals will result in the President of TRACS beginning the Institutional Staff Review (ISR) procedure detailed in BP 207. The ISR procedure is used when there is evidence that an institution may be out of compliance with a TRACS Standard.

~~TRACS regularly monitors an institution's assessment plan and measures of student learning and program outcomes. In an institution's review for candidate status, accreditation, and reaffirmation of accreditation, the institution addresses its assessment plan and measures for outcomes in its self-study. A visiting team documents its review of the institution, including the institution's self-study, in its report for the Accreditation Commission. That report includes a detailed assessment of the institution's compliance with TRACS standards, including areas needing improvement; and the institution's performance with respect to student achievement.~~

~~TRACS also reviews an institution's Annual Report to determine if that institution meets TRACS benchmarks for student learning and program outcomes.~~

~~If TRACS determines that an institution does not meet the institution's programmatic benchmarks for student learning or program outcomes, the institution must provide a written plan to meet the benchmarks. The plan must be provided to TRACS President no more than 60 days after the President notifies the institution it does not meet the benchmarks. The plan must indicate how the institution will meet the benchmarks within the designated period.~~

~~All institutions not meeting a benchmark are monitored by the Accreditation Commission. If an institution's plan to come into compliance with a benchmark is not adequate or if the institution does not come into compliance within a year, the Accreditation Commission will consider an adverse action against the institution. It will consider the adverse action at the first meeting following its determination that the plan is not adequate or after the institution has had one year to meet the benchmarks, but did not.~~