COVID-19 Planning and Process Changes

Institutional Response

Institution: City, State:

Name of person completing this form:

Title: Phone: Email:

Date Submitted:

Please complete the following questions based on the institution's response to the COVID-19 pandemic. The prompts below are intended to help institutions articulate to peer review teams adaptations made in response to COVID-19. Understandably, some prompts may not be relevant to all institutions; in such cases, simply indicate so. By focusing institutional adaptations in this form, institutions can provide information to peer teams about how they are handling the pandemic, while retaining the Assurance Argument's traditional focus on long-term, non-pandemic operations. The COVID-19 Institutional Response should not exceed 10 pages. Upload the form in the Forms tab of the Assurance System prior to the institution's lock date.

Questions

Criterion 1. Mission. Please answer the following questions describing any changes the institution implemented related to Criterion 1.

- What, if any, program changes has the institution implemented (e.g., program hiatus, closure, launch) this fall? How do these service changes align with the institution's mission?

- How has the institution's commitment to the public good been maintained during this period? What was the pandemic's impact on its civic engagement/community-based work?

- Has the institution adjusted its recruitment, enrollment, and support strategies to serve traditionally underserved students? If so, how?

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Criterion 2. Integrity: Ethical and Responsible Conduct. Please answer the following questions describing how the institution maintained integrity, as outlined in Criterion 2, as it implemented changes to regular campus practices during this period.

- Has the institution altered any existing policies or procedures (e.g., admissions, grading, registration, etc.) in response to the pandemic? If so, please describe them. Will these changes remain in effect, or will they revert to the original policy after the pandemic has subsided?

- Has the institution made changes to any contractual agreements during this period that have a bearing on educational activities? If so, please describe them.

- How did the institution communicate with students, staff and other stakeholders about any relevant operational changes during the pandemic?

- How has the institution's board been involved in monitoring potential disruptions to the institution's enrollment or financial stability?

Criterion 3. Teaching and Learning: Quality, Resources and Support. Please answer the following questions and describe the institution's ability to provide quality education, teaching and academic support services during this period.

- Which delivery modalities will the institution employ during the 2020-21 academic year? Check all that apply.

  o On-site classroom teaching, with social-distancing measures within the classroom

    ☐ Fall   ☐ Spring   ☐ Summer

  o On-site classroom teaching, with fewer students in larger classrooms

    ☐ Fall   ☐ Spring   ☐ Summer

  o Hybrid models, with some learning in a classroom and some learning online

    ☐ Fall   ☐ Spring   ☐ Summer

  o 50% models, with one-half of students in the classroom and one-half present by video conference for each session

    ☐ Fall   ☐ Spring   ☐ Summer

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- ○ Synchronous classes, offered online for all students during the regularly scheduled class time

  ☐ Fall   ☐ Spring   ☐ Summer

- ○ Fully online classes, offered using an LMS integrated with regular student/teacher contact

  ☐ Fall   ☐ Spring   ☐ Summer

- ○ Other—Please describe:

- • What type of training did the institution provide for its faculty members on distance learning/hybrid formats to prepare them for this work? Check all that apply.

  ☐ Training for all faculty, delivered virtually

  ☐ Individual training with IT professional on the campus

  ☐ Access to online training on distance delivery offered by an outside provider to all faculty

  ☐ Individual training/coaching offered by experienced online faculty members on campus

  ☐ Department-level, department-specific training by subject area

  ☐ Recorded or live webinars/resources offered by outside providers

  ☐ Recorded or live webinars/resources offered by the LMS provider

  ☐ Other—please describe:

Criterion 4. Teaching and Learning: Evaluation and Improvement. Please describe how the institution maintained the evaluation and improvement, as outlined in Criterion 4, as it implemented changes to regular campus practices during this period.

- • How has the institution's ongoing student assessment changed since the COVID-19 disruption? If the institution altered the regular assessment program or processes, what has the institution implemented instead to assess student outcomes during this period?

- • How has the current disruption affected the institution's or individual departments' ability to integrate assessment data into ongoing program improvement? Note successes, as well as gaps.

- • How have the institution's retention, persistence and completion initiatives been affected by the COVID-19 pandemic?

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Criterion 5. Institutional Effectiveness, Resources and Planning. Please describe how the institution maintained effectiveness, resources and planning, as outlined in Criterion 5, as it implemented changes to regular campus practices during this period.

- How has the COVID-19 pandemic affected enrollments? For each term in the upcoming academic year, please indicate an approximate percent increase or decrease.

  - Fall 2020

    ☐ Increase   ☐ Decrease   ☐ No change

    Percent change:

    ☐ Less than 5%   ☐ 5% to 10%   ☐ More than 10%

  - Spring 2021

    ☐ Increase   ☐ Decrease   ☐ No change

    Percent change:

    ☐ Less than 5%   ☐ 5% to 10%   ☐ More than 10%

  - Summer 2021

    ☐ Increase   ☐ Decrease   ☐ No change

    Percent change:

    ☐ Less than 5%   ☐ 5% to 10%   ☐ More than 10%

  - Other: Please describe any other COVID-19 enrollment impacts:

- What is the likelihood that funding sources other than tuition will be unable to provide the funds budgeted? If likely, how much of a budget cut does the institution expect?

- What measures is the institution taking to address any budgetary issues for the current fiscal year?

- What interim steps has the institution taken to deal with temporary financial shortfalls?

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- What emergency policies or procedures, if any, has the institution invoked because of the COVID-19 pandemic?

- How have these changes affected institutional budgets for educational programs, support services and cocurricular activities?

- What type of pandemic-related planning is the institution doing for Academic Year 2021–22?

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