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## Potential Site Visit Questions for Faculty

Note: This is not intended as an exhaustive list of questions you might be asked by the HLC site visit team. Rather, the following questions are a sample of the types of things that you might be asked. The site visit team may have very different questions based on their own expertise and reading of the documentation provided by SCC. Many site visit teams ask for concrete examples, so it is extremely helpful to provide specific examples in response to questions.

### General

- Have you read SCC's Assurance Argument and/or Executive Summaries?
- What do you know about accreditation by the Higher Learning Commission?
- What distinguishes SCC from other institutions of higher education?
- What are SCC's greatest strengths?
- What are the biggest challenges facing SCC?
- What is it like to work at SCC?
- How is morale on campus?
- How are academics prioritized at SCC?
- Describe any campus processes that could be improved or made more efficient.
- What kind of changes are taking place at SCC?

### Criterion 1 - Mission

- Do you know the SCC mission statement? How would you describe it?
- Do you know where you would find the official mission statement?
- Do you support the mission of SCC?
- Does the Board of Governors support the mission of SCC?
- How does your department/program/division support the mission of SCC?
- How were you involved in the strategic planning process at SCC?
- What are SCC current strategic planning priorities/goals?
- Do you believe SCC has made progress toward achieving the identified strategic goals?
- Are you familiar with SCC's Vision, Values, and Strategic Goals/Objectives?
- How does SCC support students who are admitted?
- How does SCC support students who are underprepared or struggling?
- Are budget decisions made based on the strategic goals of the SCC?
- Do budget decisions consider recommendations from the program review, assessment, or planning?
- What do you believe have been the major accomplishments of SCC over the last ten years?
- How do SCC's processes and activities reflect attention to human diversity?
- How does SCC support the community at large?
- Are marketing materials accurate and up to date?



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## **Criterion 2 - Integrity: Ethical and Responsible Conduct**

- How is SCC committed to equal educational/employment opportunities?
- Describe the campus climate at SCC.
- Describe shared governance and how faculty participate in decision-making at different levels of the College (department, college, institution)
- For some common faculty topics (workload, salary, leaves, etc.), what works well and what needs to be improved?
- Are you satisfied with the support you receive to enhance your teaching?
- Are you satisfied with the support you receive to enhance your scholarship?
- Have SCC administrators established a culture of trust within the College?
- Do you understand the FERPA policy?
- Does SCC have academic and financial requirements which are presented clearly and completely to students and the public?
- What are the major responsibilities of the Board of Governors?
- Who is responsible for curriculum additions/deletions/modifications?
- Who is responsible for academic policy creation/modification?
- Do you, faculty, believe you have academic freedom in your teaching?
- Does SCC have policies and procedures in place to address ethical conduct in research for both faculty and students?

## **Criterion 3 – Teaching and Learning: Quality, Resources, and Support**

- What characterizes a SCC education?
- What is the process for making curriculum changes in your programs?
- Are you familiar with the Institutional Student Learning Outcomes? General Education Learning Outcomes?
- What is the purpose of SCC's general education program? How do you know if it is achieving its purpose? How could it be improved?
- Describe the general education course approval process.
- What are your program's student learning outcomes?
- How do you know your programs are attaining the program learning outcomes?
- What is your program's vision for the future? How does it relate to the College's vision?
- How is course quality and consistency ensured in multiple section face-to-face courses? In online versions of face-to-face courses? In dual credit courses?
- Does your program offer courses or programs via distance education? If so, how does your department ensure the quality of the curriculum?
- How does the College provide support for the development of on-line courses?
- Are the classes offered by your department taught by qualified faculty including adjuncts and concurrent enrollment course instructors?
- What is the role of faculty in ensuring academic quality?
- What do you know about SCC's Quality Initiative from the past three years?
- What technology support does SCC provide?
- What resources are available to support faculty? Are they sufficient?
- Are you involved in research? Does SCC's research focus further its mission?

- What opportunities do students in your program have to gain experience with research? With community or civic engagement? With diversity or multiculturalism?
- How would you characterize the relationship between faculty and administration?
- Are students provided with adequate academic and personal support services?
- What are some of the co-curricular experiences for students?
- Does SCC have a commitment to retention and progression to graduation? How successful have the efforts been?
- Does SCC have sufficient and appropriate classrooms to instruct students?
- Are facilities appropriately maintained at SCC?
- How do you determine how successful students are after they graduate?

#### **Criterion 4 – Teaching and Learning – Evaluation and Improvement**

- Describe the program review process used at SCC.
- Describe the transfer policy used by SCC for general education courses. For program courses.
- What is the process to ensure faculty are appropriately qualified?
- How has assessment at SCC changed since the last review team made their report?
- For the program level, gen ed, ILO's, and co-curricular areas:
  - Provide a general overview of the assessment process
  - Give some specific examples of the process at the unit level
  - Give some examples of how you have used data to make changes to improve student learning
  - How successful were these changes?
- How did you arrive at your student learning outcomes (program, gen ed, ILO)?
- How do you define co-curricular learning?
- What kinds of measures do you use for assessment?
- How are you making use of curriculum maps?
- How do you aggregate data across sections/courses?
- What is working well with assessment?
- What are your biggest challenges?
- Where are you headed next with assessment?
- How is your program actively involved in assessing student learning? How has your program used its assessment findings?
- How are you made aware of SCC's students' achievement of the Institutional Learning Outcomes? Where is this information located?
- How is SCC doing with regard to first year retention rates? Graduation rates?
- What is SCC doing to improve retention/graduation rates?



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## **Criterion 5 – Institutional Effectiveness, Resources, and Planning**

- What are the different streams of revenue utilized by SCC to fund the institution?
- How successful has the partnerships between SCC and its four-year schools?
- What challenges do you believe SCC will need to deal with in the next 10 years?
- Describe the annual budget process.
- How are the capital improvements (facilities, technology, equipment) based on strategic goals of the institution?
- Do you believe the SCC Board of Governors are aware of important initiatives being undertaken at SCC? How do you know?
- How do you define shared governance at SCC?
- What formal structures/opportunities exist for each of the following groups to contribute to shared governance:
  - Faculty
  - Staff
  - Students
- How well are these working?
  - Give some specific examples of contributions to shared governance for each group.
  - What are the major challenges?
- How do different areas of the College work collaboratively together?
- How are faculty and, when appropriate, staff and students involved in setting academic requirements, policy, and processes?
- In your Assurance Argument, you talk about a 2020-2024 environmental scanning process which identified a need for a more formalized and organized participatory governance structure. Tell us a little about this scanning process and what you have done to address this identified need.
- In your Assurance Argument, you mention the College recently completed an assessment of committees/teams:
  - What prompted this review?
  - What did you find?
  - How have you used these findings?
  - What impact has these changes made?
- How are faculty given the opportunity to provide input into important initiatives?
- How are assessment, MAP, program review, and DACUM results taken into consideration during the budget decision making process?
- How are strategic planning goals taken into consideration during the budget decision making process?