7 – Structure of the Self-Assessment

Group Activity Worksheet #3

*Resource Capacity Domain*

3.8 The institution allocates human, material, and fiscal resources in alignment with the institution’s identified needs and priorities to improve student performance and organizational effectiveness.

A.

1. If the institution has a budgeting process, check all the confirmed characteristics of the process that apply.

Process is formal

Process supports improvement in student learning

Provides for equitable distribution to meet needs of students

None of these were found

2. How well does the budgeting process address priorities for improvement designed to improve student learning?

Resources are systematically aligned

Resources are frequently aligned

Resources are sometimes aligned

Resources are rarely or never aligned

B.

3. Check all verified characteristics that apply concerning how the institution allocates human, material, and fiscal resources.

Effectively uses human resources

Effectively uses material resources

Effectively uses fiscal resources

Uses collective resources meet the learners’ identified needs and priorities

Uses collective resources meet the institution’s identified needs and priorities

None of these were found

4. How often does the institution evaluate and demonstrate effective use of resources?

Almost always

Frequently

Sometimes

Rarely or never

|  |  |
| --- | --- |
| Possible Evidence Sources | |
|  | Description of the school’s budget development and approval process |
|  | Policies and procedures related to budget development, approval, and control |
|  | Budgets for the past three years |
|  | External financial reviews/audits |
|  | Financial reports reflecting actual against budgeted financial activity for the past academic year and representative monthly samples |
|  | Samples of specific needs assessments and how they drove related budgetary allocations |
|  | Student tuition schedules |
|  | Descriptions of fund-raising activities |