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 |