



Accommodations Non-Academic Department Assessment Plan

Assessment Year:

Goal	Strategic Plan (Direction and/or Initiative) Alignment	Assessment Description (Tool)	Benchmark	Implementation Status
<p>Advocacy and Empowerment. Students will feel empowered to advocate for themselves through orientation processes, education, and ongoing support from the ADA office.</p>	<p>Strategic Direction 4 – Expand campus programming and activities. Expanding campus programming and activities creates a space for students, faculty, and staff to enrich the campus services and environment.</p>	<p>Survey to students who utilize accommodations services.</p>	<p>TBD pending receipt of first round of survey responses</p>	<p>Initial survey sent in March 2025.</p>
<p>Compliance. Students will receive timely accommodations as a result of successful implementation of ADA regulations.</p>	<p>Strategic Direction 1 – Streamline institutional processes and training. Institutional processes frame and guide student, faculty, and staff expectations, activity, communication, and service delivery.</p> <p>Strategic Direction 4 – Expand campus programming and activities. Expanding campus programming and activities creates a space for students, faculty, and staff to enrich the campus services and environment.</p>	<p>Spreadsheet of applications and letters sent out.</p>	<p>Letters sent out to students within first two weeks for returning students or request made prior to semester start.</p>	<p>Tool is implemented. Analysis will begin spring of 2025</p>
<p>Support. Students will feel belonging and support as a result of receiving reasonable accommodations.</p>	<p>Strategic Direction 4 – Expand campus programming and activities. Expanding campus programming and activities creates a space for students, faculty, and staff to enrich the campus services and environment.</p>	<p>Survey to students who utilize accommodations services.</p>	<p>TBD pending receipt of first round of survey responses</p>	<p>Initial survey sent in March 2025.</p>

Assessment Schedule

Goal/Outcome	When data collected & by whom	When data reviewed & by whom
Advocacy and Empowerment. Students will feel empowered to advocate for themselves through orientation processes, education, and ongoing support from the ADA office.	Survey sent by Office of Accreditation, Compliance, & Institutional Effectiveness	Analyzed by ADA/Accommodations Specialist and VP of Student Affairs in May.
Compliance. Students will receive timely accommodations as a result of successful implementation of ADA regulations.	Ongoing collection by ADA/Accommodations Specialist.	Review data in December, May, and August by ADA/Accommodations Specialist and VP of Student Affairs.
Support. Students will feel belonging and support as a result of receiving reasonable accommodations.	Survey sent by Office of Accreditation, Compliance, & Institutional Effectiveness	Analyzed by ADA/Accommodations Specialist and VP of Student Affairs in May.

Information Sharing

Stakeholder(s)	Context in which analysis and results are shared	Frequency of information sharing	Format of sharing (written report, verbal presentation, both, etc.)
Assessment Committee	Regular reports for peer-review and to fulfill NWCCU standards.	Plan itself shared when changes occur. Analysis and results shared in ACI Reports on an annual, biannual, or triennial basis.	Written report.
Retention Specialist	Informational and for use in improving services.	Annually in May.	Verbal and written report.
Academic Affairs Assembly	Informational	Annually in September.	Verbal and written report.
Board of Directors, Student Affairs Committee	Informational	Annually in September.	Verbal and written report.
New Student Orientation	Informational	Annually in August and January.	Verbal and written report.
Regular Student Affairs Reporting	Informational and for use in improving services.	Annually in June.	Verbal and written report.