



JWC Institutional Effectiveness

Annual Academic Report

This form needs to be completed annually and jointly by the Vice President of Academic Affairs and the Director of Institutional Effectiveness and submitted (undisclosed) to both the President and the JWC Committee of Institutional Effectiveness. (Note: All values in this report are *annual*, academic year calculations)

Name of CAO: Dr. Ronald Lewis

Today's Date: February 22, 2016

Name of DIE: Dr. Jamin Hubner

Academic Year: Spring 2016

Student Enrollment

| Category | Number of Students |
|--|--------------------|
| Total students | 26 |
| Total students last year | 36 |
| Difference in total enrollment from last year (number) | (10) |
| | |
| Total full-time students | 9 |
| Total full-time equivalent | 14 |
| Difference in full-time equivalent from last year (number) | (4) |
| Difference in full-time equivalent from last year (percentage) | (22%) |
| Total part-time students | 11 |
| Total auditing students | 6 |
| | |
| Total students on scholarship | 8 |
| Total scholarships awarded | 13 |
| Average GPA of incoming applicants | 3.6 |
| Average GPA of current full-time students | 3.5 |
| | |
| Total in-state students | 24 |
| Total out-of-state students | 2 |
| Total international students | 0 |

| | |
|---|-----------|
| Total Student Break-Down by Campus/Teaching-Site | |
| 1. Rapid City | 26 |
| 2. Utah | 0 |
| 3. Huron | 0 |
| 4. Spearfish | 0 |
| 5. Pierre | |
| Total Student Break-Down by Program | |
| 1. Christian Studies | 11 |
| 2. General Studies | 0 |
| 3. Leadership | 4 |
| 4. Humanities | 5 |
| 5. Auditing | 6 |
| Total Student Break-Down by Degree | |
| A. Diploma in Christian Ministry | 8 |
| B. Diploma in Humanities | 2 |
| C. Associate of Arts in Christian Leadership | 3 |
| D. Associate of Arts in Humanities | 2 |
| E. Associate of Arts in Christian Studies | 1 |
| F. Bachelor of Science in Organizational Leadership | 1 |
| G. Bachelor of Arts in Humanities | 1 |
| H. Bachelor of Arts in Christian Studies | 2 |
| I. Auditing | 6 |
| Student Break-Down by Scholarship | |
| 1. Presidential | 0 |
| 2. Witherspoon | 2 |
| 3. Trustees | 3 |
| 4. Opportunity | 4 |
| 5. Preacher Smith | 0 |
| 6. Patriot | 2 |
| 7. Awana | 0 |
| 8. Andrew Ward | 1 |
| 9. Peterson Memorial | 1 |

Student Retention/Completion

| Category | Number of Students |
|--|---------------------------|
| Last year's total graduates | 0 |
| Non-returning, non-graduated (for-credit) students this year | 10 |
| | |

Institutional Benchmarks for Students (Write “Yes” or “No”)

1. At least 90% of full-time students graduate. **Yes**
2. At least 75% of full-time students are returning (whether from previous year or as transfer) students. **Yes**
3. There has been a net increase in student body. **No**

Course Enrollment

| Category | Number of Courses |
|---|-------------------|
| Total courses completed | 13 |
| Total courses offered | 13 |
| Average Course GPA | 3.5 |
| Total Course Break-Down by Level | |
| 1. 100 Level courses | 4 |
| 2. 200 Level courses | 3 |
| 3. 300 Level courses | 6 |
| Total Course Break-Down by Campus/Teaching-Site | |
| 1. Rapid City | 13 |
| 2. Utah | 0 |
| 3. Huron | 0 |
| 4. Spearfish | 0 |
| 5. Pierre | |
| Total Course Break-Down by Program | |
| 1. Christian Studies | 7 |
| 2. General Studies | 0 |
| 3. Humanities | 6 |
| 4. Leadership | 0 |

Institutional Benchmarks for Courses (Write “Yes” or “No”)

1. At least 75% of courses offered are actually completed. **Yes**
2. No student has earned more than 50% of any educational program at a teaching site. **Yes**

Faculty Enrollment

| Category | Number of Faculty |
|--|-------------------|
| Total faculty | 10 |
| Total faculty last year | 10 |
| Total faculty with terminal degree | 6 |
| Total full-time faculty | 5 |
| Total adjunct faculty | 5 |
| Total full-time faculty with terminal degree | 5 |
| Total adjunct faculty with terminal degree | 1 |
| Total Faculty Break-Down by Campus/Teaching-Site | |
| 1. Rapid City | 9 |

| | |
|--|---|
| 2. Utah | 1 |
| 3. Huron | 0 |
| 4. Spearfish | 0 |
| 5. Pierre | |
| Total Faculty Break-Down by Program | |
| A. Christian Studies | 4 |
| B. General Studies | 2 |
| C. Humanities | 2 |
| D. Leadership | 2 |

Retention/Completion

| Category | Number of Faculty |
|---|-------------------|
| Last year's faculty promotion (e.g., move from Assistant to Associate Prof; tenure, etc.) | 0 |
| Non-returning faculty this year | 0 |

Institutional Benchmarks for Faculty (Write "Yes" or "No")

1. At least 50% of courses in each term are taught by full-time faculty. **Yes**
2. At least thirty percent (30%) of full-time undergraduate faculty have earned a terminal degree in their teaching field. **Yes**
3. At least twenty-five percent (25%) of all full-time undergraduate faculty for each major offered have earned a terminal degree in their teaching field. **Yes**

Administrative Enrollment

| Category | Number of Faculty |
|--|-------------------|
| Total staff (including faculty-dual-roles) ("staff" includes everyone but faculty) | 5 |
| Total staff (excluding faculty-dual-roles) | 4 |
| Total administrators (including faculty-dual-roles) | 5 |
| Total administrators (excluding faculty-dual-roles) | 1 |
| | |
| Total full-time staff (including faculty-dual-roles) | 2 |
| Total full-time staff (excluding faculty-dual-roles) | 1 |
| Total part-time staff (including faculty-dual-roles) | 0 |
| Total part-time staff (excluding faculty-dual-roles) | 3 |
| | |
| Total Staff Break-Down by Campus/Teaching-Site | |
| 1. Rapid City | 5 |
| 2. Utah | 1 |
| 3. Huron | 0 |
| 4. Spearfish | 0 |
| 5. Pierre | |

Institutional Benchmarks for Staff (Write “Yes” or “No”)

1. Staff employment does not exceed an annual turnover rate (includes *all* forms of ended employment) of 20%. **Yes**

Additional Academic Assessments (Completed by CAO)

Alternative Delivery Methods (Write “Yes” or “No”)

1. Programs and courses have the appropriate state and/or national approvals. **Yes**
2. Course content, credit value, course descriptions, course codes, course requirements and learning outcomes are presented clearly in each syllabus. **Yes**
3. Actual content and quality, academic rigor, and learning outcomes of the course are comparable to that which would be expected in a corresponding residential (or on-campus) course, although the actual format and assessment methods may vary. **Yes**
4. Additional curriculum review procedures are adopted to maintain acceptable content in all courses offered. **Yes**
5. Learning experiences required within each course are equal in scope and rigor to similar courses at that level in American higher education. **Yes**
6. Sufficient number of qualified faculty are employed to support the programs. **Yes**
7. Faculty who receive appropriate training and are routinely evaluated to ensure effectiveness. **Yes**
8. The Faculty is actively involved in the evaluation and oversight to ensure both the rigor of the programs and the quality of instruction. **Yes**
9. Appropriate and competent administrative personnel are directly responsible for all such programs. **Yes**
10. Programs are routinely and systematically evaluated. **Yes**
11. Institution verifies the identity of students enrolled in any courses offered through alternative delivery methods. **Yes**
12. Institution provides a written statement of how it will protect the privacy of students enrolled in alternative delivery method courses. **Yes**
13. Academic policies, admission procedures, financial aid, graduation requirements, personal conduct, and special requirements unique to the institution are provided to all students enrolled in alternative delivery courses. **Yes**
14. Institution provides access to and training to students for the use of all technology employed in such programs if required for student outcomes to be achieved. **Yes**
15. Programs, regardless of location or type, are included in the institution’s assessment plans and strategic plan, and are routinely evaluated. **Yes**
16. Comparability of alternative delivery method programs to campus-based programs and courses is ensured by the assessment of student learning outcomes, student retention, and student satisfaction. **Yes**
17. Library and Learning Resources are available for all students adequate for the level of program offered. **Yes**
18. Course requirements ensure that students make appropriate use of learning resources. **Yes**
19. Access is provided to laboratories, facilities, and equipment appropriate to the courses or programs, regardless of location if required for student outcomes to be achieved. **Yes**

Integration Assessment (DRAFT – Pilot Run Only)

| Category | Value/Metric |
|--------------------------------------|--------------|
| Average class size | 7 |
| Average credits-per-fulltime-faculty | 8 |
| Student-to-faculty ratio | 3:1 |
| Student-to-staff ratio | 5:1 |
| Faculty-to-staff ratio | 2:1 |
| | |
| | |

Institutional Benchmarks for Integration (Write “Yes” or “No”)

1. Average class size is less than 12 students. **Yes**
2. Average credits-per-fulltime-faculty is between 18 and 30. **No**
3. Student-to-faculty ratio is less than 12:1. **Yes**
4. Student-to-staff ratio is above 1:1. **Yes**
5. Faculty-to-staff ratio is less than 1:1. **Yes**