

Program Assessment Form (Non-Academic Program)

Human Resources

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General Information (Program Assessment Form (Non-Academic Program))

Standing Requirements

NMC MISSION STATEMENT & ESIP (COLUMN 1 OF THE 5-COLUMN MODEL)

NMC Mission Statement: Northern Marianas College, through its commitment to student learning, provides high quality, affordable and accessible educational programs and services for the individual and the people of the Commonwealth. ESIP for Human Resources: The Human Resources Office strives to support the instructional programs, departments and divisions that ensure student learning. We provide services that result in qualified and sufficient human resources. Our office focuses on meeting the collective needs of our students, employees, and community by providing effective and efficient process that fulfills and supports the College's mission.

OUTCOMES (COLUMN 2 OF THE 5-COLUMN MODEL)

HR Outcome Set

AUO 1

To provide activities that promote Employee Engagement

Mapping

No Mapping

2020-2021 Assessment Cycle (2018-2019 Assessment Cycle)

MEANS OF ASSESSMENT AND SUCCESS CRITERIA (ASSESSMENT PLAN)

Mission Statement

NMC Mission Statement: Northern Marianas College, through its commitment to student learning, provides high quality, affordable and accessible educational programs and services for the individual and the people of the Commonwealth. ESIP for Human Resources: The Human Resources Office strives to support the instructional programs, departments and divisions that ensure student learning. We provide services that result in qualified and sufficient human resources. Our office focuses on meeting the collective needs of our students, employees, and community by providing effective and efficient process that fulfills and supports the College's mission.

Measures

HR Outcome Set

Outcome

Outcome: AUO 1

To provide activities that promote Employee Engagement

Measure: Employee Engagement Survey 1

Indirect - Survey

Details/Description:	Survey will be conducted twice a year. Data collected will be used to analyze the departmental and institutional needs.
Acceptable Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee engagement survey.
Ideal Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee engagement survey.
Implementation Plan (timeline):	Beginning of the year
Key/Responsible Personnel:	Char Quitano, Personnel Specialist Konrad Reyes, Personnel Specialist Jerry Pangelinan, Personnel Specialist Polly Masga, HR Director

Measure: Employee Engagement Survey 2

Indirect - Survey

Details/Description:	Survey will be conducted twice a year. Data collected will be used to analyze the departmental and institutional needs.
Acceptable Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee engagement survey.
Ideal Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee

	engagement survey.
Implementation Plan (timeline):	End of the year
Key/Responsible Personnel:	Char Quitano, Personnel Specialist Konrad Reyes, Personnel Specialist Jerry Pangelinan, Personnel Specialist Polly Masga, HR Director

SUMMARY OF DATA COLLECTED AND USE OF RESULTS (ASSESSMENT FINDINGS OR COLUMNS 4 & 5 OF THE 5-COLUMN MODEL)

Finding per Measure

HR Outcome Set

Outcome

Outcome: AUO 1

To provide activities that promote Employee Engagement

Measure: Employee Engagement Survey 1

Indirect - Survey

Details/Description:	Survey will be conducted twice a year. Data collected will be used to analyze the departmental and institutional needs.
Acceptable Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee engagement survey.
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Implementation Plan (timeline):	Beginning of the year
Key/Responsible Personnel:	Char Quitano, Personnel Specialist Konrad Reyes, Personnel Specialist Jerry Pangelinan, Personnel Specialist Polly Masga, HR Director

Findings for Employee Engagement Survey 1

No Findings Added

Measure: Employee Engagement Survey 2

Indirect - Survey

Details/Description:	Survey will be conducted twice a year. Data collected will be used to analyze the departmental and institutional needs.
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Acceptable Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee engagement survey.
Ideal Target:	100% of Full Time employees and 50% Adjunct Faculty will complete the employee engagement survey.
Implementation Plan (timeline):	End of the year
Key/Responsible Personnel:	Char Quitano, Personnel Specialist Konrad Reyes, Personnel Specialist Jerry Pangelinan, Personnel Specialist Polly Masga, HR Director

Findings for Employee Engagement Survey 2

No Findings Added

Overall Recommendations

No text specified

Overall Reflection

No text specified

OPERATIONAL PLAN (THIS IS WHERE YOU CAN LINK AN OUTCOME TO AN ACTION PLAN WITH OR WITHOUT A SPECIAL BUDGET REQUEST.)

STATUS REPORT (THIS SIMPLY STATES THE STATUS OF YOUR OPERATIONAL PLAN.)

2021-2022 Assessment Cycle (2018-2019 Assessment Cycle)

MEANS OF ASSESSMENT AND SUCCESS CRITERIA (ASSESSMENT PLAN OR COLUMN 3 OF THE 5-COLUMN MODEL)

SUMMARY OF DATA COLLECTED AND USE OF RESULTS (ASSESSMENT FINDINGS OR COLUMNS 4 & 5 OF THE 5-COLUMN MODEL)

USE OF RESULTS

STATUS REPORT

OPERATIONAL PLAN (THIS IS WHERE YOU CAN LINK AN OUTCOME TO AN ACTION PLAN WITH OR WITHOUT A SPECIAL BUDGET REQUEST.)

STATUS REPORT (THIS SIMPLY STATES THE STATUS OF YOUR OPERATIONAL PLAN.)

2019-2020 Assessment Cycle (Actual Cycle) (ACTUAL Data)

MEANS OF ASSESSMENT AND SUCCESS CRITERIA

SUMMARY OF DATA

USE OF RESULTS

STATUS REPORT

USE OF RESULTS

STATUS REPORT