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|  | **Responsive to the Component** | **Evidence** | **Analysis: Explanation/ Rationale of Assertions Supported by Evidence** | **Overall**  **Judgment** | **Comments** |
| 1. What does the unit do? | Accepted Without Recommendations |  |  | Accepted Without Recommendations | Very thorough and explains the various components of the service unit well: Accounting, Accounts Payable, Budget, Payroll, and Student Financial Services. I think we can all agree payroll is supported and needed for operation of the college. 😊 |
| 2. What is the unit’s relationship to the college mission & strategic plan? | Accepted Without Recommendations    Responded to all questions | Accepted Without Recommendations  Present for mission and strategic goals  Table of stakeholders provided | Accepted Without Recommendations | Accepted Without Recommendations | Mission: The school cannot fulfill their mission without a financial structure. BAS supports all services necessary within the operation of the college. Supports strategic goal # 5- Has a planned succession model and #6- Coordination with external stakeholders. |
| 3. Why are the unit processes done? | Accepted Without Recommendations | Accepted Without Recommendations | Accepted Without Recommendations  Challenges and continuing adoption of Workday is addressed | Accepted Without Recommendations | Unit processes for each area were explained with rationale and legal compliance as necessary |
| 4. How does the unit impact student outcomes? | Accepted Without Recommendations  Answered questions. | Accepted With Recommendations  Most recent data from national surveys and IRO included. | Accepted With Recommendations  Changes in outcomes explained with the transition to Workday. | Accepted With Recommendations  Could add the number of student scholarships, grants and other tuition assistance received which allows students to attend college. | Student outcomes met with student financial services. Student experience evaluated. Faculty and staff experience also evaluated with respect to the areas they interact with. |
| 5. How effectively does the unit communicate? | Accepted Without Recommendations | Accepted With Recommendations | Accepted with Required Recommendations | Accepted with Required Recommendations | In the previous section it was mentioned a concerted effort to improve communication by updating the procedures manual and improving Workday guidance.  The report notes students can find tuition in 1 click and mentions that Workday will be updated. No evidence of the effort they mentioned in the previous section exists. No evidence of any changes made is provided. Communication with students and faculty with respect to Workday transition is not addressed. They have done several things, but they are not included here.  Did a literature review of the reports and data they make available. They do allude to Workday being a new program, but no analysis of communication within workday is provided. |
| 6. Does the unit build and leverage partnerships? | Accepted Without Recommendations | Accepted Without Recommendations | Accepted Without Recommendations | Accepted Without Recommendations | Partnerships and purpose well documented on table |
| 7. Are staff supported with professional development? | Accepted Without Recommendations  Minimal statement – they are encouraged to get development | Accepted Without Recommendations  Chart provided of professional development completed by employee. | Accepted Without Recommendations  No discussion on adequacy of development or holes in areas of development. | Accepted Without Recommendations | Staff participate in Professional development. They seem to be sectioned into types of development done. Meeting legal rules in the Texas Administrative Code. One employee, the payroll director, had no professional development. No comment as to if they are new, or what the role is. |
| 8. [Optional] Does the unit have sufficient facilities and equipment? |  |  |  |  |  |
| 9. How have past CIPs contributed to success? | Accepted Without Recommendations  Don’t really answer the question.  They provide the CIP with their findings. | Accepted Without Recommendations  Data shows improvement in efficiency and outcomes are met. | Accepted Without Recommendations | Accepted Without Recommendations | Outcome 1 met  Outcome 2 met  Outcome 3 met |
| 10. How will the unit evaluate its success? | Accepted Without Recommendations  Simply posted the old CIP | Accepted With Recommendations | Accepted With Recommendations  No further discussion here | Accepted With Recommendations | They met the outcomes, so I guess this is how the unit evaluated success. I don’t really know how to evaluate what they included here. |
| 11. Future Continuous Improvement Plan Tables | Accepted with Required Recommendations  New CIP |  |  | Accepted with Required Recommendations | Outcomes listed. Measurement tools included. No target identified. |

**Overall Decision:**

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| Accepted Without Recommendations | X Accepted With Recommendations | \_\_\_Accepted with Required Recommendations | Revisit and Revise |

**General comments about the submission or rationale for the conclusion:**