

January 29, 2021

Mr. Mark Wilson  
President  
Mitchell Technical College  
1800 East Spruce Street  
Mitchell, SD 57301

Dear President Wilson:

This letter serves as formal notification and official record of action taken concerning Mitchell Technical College by the Institutional Actions Council of the Higher Learning Commission at its meeting on January 25, 2021. The date of this action constitutes the effective date of the institution's new status with HLC.

**Action with Interim Monitoring.** IAC continued the accreditation of Mitchell Technical College with the next Reaffirmation of Accreditation in 2030-31.

Further, IAC voted to change the team's evaluation of Criterion 4.B from "Met" to "Met with Concerns" and determined a monitoring report should be submitted.

**Interim Report.** A monitoring report due January 25, 2023 on the institution's growth in assessment practices. The report should include:

- Clarification of the role and intended use of Institutional Outcomes and General Education Outcomes.
- An assessment plan for the assessment of all college outcomes (other than course learning outcomes) to include program outcomes, institutional outcomes, and general education outcomes. The assessment plan should include the planned semesters for assessment for each outcome for the next three to five years, an identified assessment tool or method, identification of the courses in which these outcomes will be assessed each semester during the specified period.
- Evidence of assessment that has taken place since the date of this action letter and the due date of the required report to include results, analysis, and plans for improvement as warranted by the data. Specifically, evidence of assessment including closing the loop to improve teaching and learning.
- Evidence that faculty who had been using grades as results for outcomes have moved to the direct assessment of the intended outcomes.
- Demonstration of ongoing professional development for all faculty related to assessment.

In taking this action, the IAC considered materials from the most recent evaluation and the institutional response (if applicable) to the evaluation findings.

**Rationale:** IAC found that the following evidentiary statements indicate a substantial lack of understanding among faculty and a lack of good practices in assessment and that a monitoring report is warranted.

- Faculty have "considerable variation in understanding of assessment".
- Other programs used a course grade as the assessment instrument for a program outcome.
- The evaluation team did not find evidence that all program outcomes must be assessed within a specified time period.

Further, the evidence of analysis and action planning based on assessment results is limited to a brief statement in each program review. It is not clear how the current process emphasizes the need to "close the loop" on assessment. At least

one institutional outcome does not have an assessment instrument. There is considerable overlap between the institutional learning outcomes and the general outcomes.

In two weeks, this action will be added to the *Institutional Status and Requirements (ISR) Report*, a resource for Accreditation Liaison Officers to review and manage information regarding the institution's accreditation relationship. Accreditation Liaison Officers may request the ISR Report on HLC's website at <https://www.hlcommission.org/isr-request>.

Within the next 30 days, HLC will also publish information about this action on its website at <https://www.hlcommission.org/Student-Resources/recent-actions.html>.

Please note: Revisions to HLC's Criteria for Accreditation will go into effect on September 1, 2020. Institutions will be evaluated against the revised Criteria for all reviews conducted after that date, including reviews related to previously assigned monitoring. Institutional reports submitted after September 1, 2020, that reference the Criteria should be written to the revised version. More information about the revised Criteria, including a crosswalk between the current and revised versions, is available on HLC's website at <https://www.hlcommission.org/criteria>.

If you have any questions about these documents after viewing them, please contact the institution's staff liaison Andrew Lootens-White. Your cooperation in this matter is appreciated.

Sincerely,



Barbara Gellman-Danley  
President

CC: ALO