

ANNUAL  
INSTITUTIONAL  
ASSESSMENT  
REPORT

**2021-2022**



## Forward

### **Northwest Kansas Technical College is closing the loop on assessment.**

Northwest Kansas Technical College is committed to student success. As a result of this commitment, the college is focused on creating a value-added, high-quality environment in all facets of the institution. The college's assessment efforts enable continual monitoring of changes that take place as a result of innovative efforts.

Both student and institutional assessment are included in this document to communicate all assessment data, results, and subsequent action to the various constituencies involved. Consolidating all assessment data into one document also serves for institutional planning, budgeting, and decision-making purposes.

## TABLE OF CONTENTS

<b>Assessment Mission.....</b>	<b>3</b>
<b>Mission, Vision, &amp; Values.....</b>	<b>3</b>
<b>Executive Summary.....</b>	<b>5</b>
<b>Assessment Timeline.....</b>	<b>6</b>
<b>C&amp;A Committee.....</b>	<b>8</b>
<b>Student Profile.....</b>	<b>10</b>
<b>Program Enrollment, Retention &amp; Placement.....</b>	<b>11</b>
<b>Institutional Outcomes.....</b>	<b>16</b>
<b>Continuous Quality Improvement.....</b>	<b>17</b>
<b>Graduate Outcomes.....</b>	<b>18</b>

### **Publication Credits**

#### **College leadership**

**Ben Schears, President**

**Jason Showalter, Vice President of Student & Academic Advancement**

**C&A Committee**

**Published July 20, 2021**

## Assessment Mission

*Since 1964, Northwest Kansas Technical College has served the workforce needs of its 17-county service area in northwestern Kansas, as well as the tri-state region.*

*Offering 18 programs that support the largely agricultural industry of western Kansas and the related community services. The college is divided into five divisions encompassing Business & General Education, Construction, Health & Human Services, Information Technology, and Transportation. Founded as a technical school, NWKTC became a college in 2001 when it became accredited through the Higher Learning Commission.*

## Mission, Vision, & Values

### Our Mission

The mission of Northwest Kansas Technical College, as an institution of higher learning, is to prepare individuals for gainful employment in technical and professional careers, productive personal lives, and lifelong learning.

### Our Mission Purpose

Northwest Kansas Technical College will fulfill its mission by:

- Offering associate of applied science degrees and technical certificates upon completion of technical programs designed to meet student and employment needs.
- Providing educational opportunities that enhance technical experience, problem solving, financial literacy, communication and human relations skills.
- Providing relevant learning experiences supported by qualified and experienced faculty and staff, modern technology, and physical facilities designed to enhance the learning environment.
- Ensuring technical programs, curriculum, and teaching methodologies are continually updated through interaction with business and industry, advisory councils, specialized accreditation, certification agencies and through the assessment process.
- Promoting diverse opportunities for leadership and personal growth through student organizations.
- Maintaining a program of guidance to enhance the student's decision-making abilities in both career and personal goals.
- The college will develop articulation agreements with other colleges and universities to provide seamless transfer of credits.

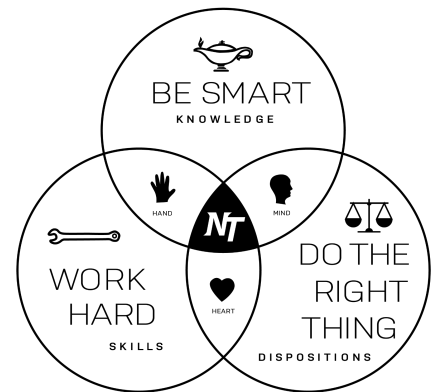
## Our Vision

The vision of Northwest Kansas Technical College as a forward-thinking, premier leader in career and technical education is to maximize learning through progressive technology and facilities, collaborations, and professional experiences that foster lifelong learning in a diverse global society.

## Our Values

Northwest Kansas Technical College affirms the following values and beliefs as we pursue our vision and achieve our mission.

- **Commitment to Learning**
- **Commitment to Quality**
- **Commitment to Integrity**
- **Commitment to Service**
- **Commitment to Diversity**



## Strategic Plan Pillars

- **Pillar 1: Enrollment Growth and Sustainability**
- **Pillar 2: Quality and Accessible Academics**
- **Pillar 3: Improving Student Success**
- **Pillar 4: Engage with the Community**
- **Pillar 5: Maintain Fiscal Health**
- **Pillar 6: Improve Facilities & Network**
- **Pillar 7: Developing Employees**
- **Pillar 8: Strengthen External Partnerships**

Northwest Kansas Technical College believes that a successful student is one that works using their mind, their hands, and their heart. This commitment to knowledge, skills, and dispositions is at the core of everything we do to serve students. We believe our graduates should be smart, work hard, and do the right thing.

# Executive Summary

## Annual Institutional Assessment Report 2021-2022

The executive summary provides an overview of the data findings that present the strengths of the institution and areas of concern.

Northwest Kansas Technical College continues to strive for institutional effectiveness by identifying areas of concern through assessment instruments in the key areas of completion and attainment, student satisfaction and engagement, instructional quality, and graduate placement. The resulting data from of these assessments is utilized by the Area Board of Control, administration, faculty, staff, and other constituents to make informed decisions regarding the direction of the college.

## Strengths

- **Student Enrollment**

272 (2008-2009); +8%  
291 (2009-2010); +7%  
384 (2010-2011); +32%  
473 (2011-2012); +23%  
561 (2012-2013); +19%  
626 (2013-2014); +12%  
647 (2014-2015); +3%  
779 (2015-2016); +20%  
812 (2016-2017); +4.24%  
896 (2017-2018); +10.35%  
821 (2018-2019); -8.37%  
735 (2019-2020); -10.48%  
676 (2020-2021); -8.03%  
760 (2021-2022); +11%



***"The important question is not how  
assessment is defined but whether  
assessment information is used..."***

- Polomba & Banta

- 90% of graduates are placed in employment, in the military or are continuing their education
- Comprehensive and Annual program review procedure is under evaluation. The plan is to develop a 3-part Annual Process, including the following 3 steps.
  - Faculty Self-Assessment Survey
  - Dashboard Review
  - Plan of Action
- Program faculty continue to participate in Inservice/Faculty work days to complete the annual program review and develop action plans for improvement.
- Enrollment, Retention, & Placement data reflects room for improvement in areas of our 17 programs.

## Assessment Timeline



### A CONTINUOUS LOOP OF QUALITY IMPROVEMENT

Northwest Kansas Technical College follows a schedule of direct and indirect assessment measures that are conducted, collected, and reported through each year. The process includes multiple opportunities to present, reflect, evaluate, and plan using collected data.

*"We plan. We develop. We deliver. We assess and evaluate the results of the assessment. We revise, deliver the revised material, and assess and evaluate again. Perfection is always just out of reach; but continually striving for perfection contributes to keeping both our instruction fresh and our interest in teaching piqued."* -E.S. Grassian

### July/August

#### BEGIN WITH THE END IN MIND

---

Each fall term begins with a workshop for new faculty members, which includes dedicated time for learning assessment practices. All faculty participate in a fall data retreat focused on student retention. Faculty are encouraged to review their assessment plans, handbooks, Lerner outcomes, and competency profiles for their courses.

Assessment Report Due - Student Profile: Registrar

### September/October

#### IMPLEMENT PAST ACTION PLANS

---

As the academic year progresses, faculty and staff utilize action plans to improve identified areas of concern.

Assessment Report Due - Quarterly Retention Report: Registrar

### November/December

#### COLLECT NEW DATA

---

At the end of the fall term, data from all courses are recorded, and grades are submitted by faculty to the registrar.

Assessment Report Due - Quarterly Retention Report: Registrar

## January/February

### **FOLLOW UP WITH GRADUATES**

---

Follow Up With Graduates

Faculty follow up with every graduate beginning six months after commencement to determine their employment status. This data is then compiled by the Foundation Director into the Job Placement Report.

Assessment Report Due - Quarterly

Retention Report: Registrar

Job Placement Report: Career Services

Comprehensive Reviews: Selected Programs

## March/April

### **STUDENT SATISFACTION**

---

In the spring, we conduct surveys on student satisfaction annually and institutional effectiveness biannually. The data from these surveys then becomes part of the annual institutional assessment report prepared by the assessment committee.

Assessment Report Due - Institutional Effectiveness Survey, Faculty

## May/June

### **ASSESS PROGRAM EFFECTIVENESS**

---

Near the end of the spring term, faculty conduct program-embedded capstone projects to evaluate the effectiveness and outcomes of the college's general education program.

At the conclusion of the academic year, faculty complete their assessment plans and end-of-year review.

Assessment Reports Due - Program Assessment Plans: Faculty; Program Reviews: Faculty

Final Retention Report: Registrar

# C&A Committee

## PURPOSE OF THE COMMITTEE

---

Purpose of Committee: The purpose of the NWKTC Curriculum & Assessment Committee is to address key curriculum and assessment improvements. The work of this committee provides oversight of all of NWKTC curriculum and assessment improvements.

Committee Function: The primary function of the committee is to ensure the quality and curricular integrity of all NWKTC program offerings, curriculum, and implementation and oversight of the outcomes assessment program. Other functions, tasks, and responsibilities of the committee include (but are not limited to):

## COMMITTEE FUNCTIONS

- Make recommendations regarding curriculum and assessment.
- Facilitate program reviews.
- Review new course/program development and deletion.
- Review annual program assessment plans and results.
- Provide input to the development of the institutional assessment program.
- Address other academic and assessment issues as needed.

## COMMITTEE MEETINGS/ACCOUNTABILITY

Committee Meetings: The committee will meet on a monthly basis, or as needed.

Committee Accountability: The Curriculum and Assessment Committee may provide recommendations for policy changes to the Vice President of Student & Academic Advancement. Upon consideration and approval of the requested policy change from the Vice President of Student & Academic Advancement, the request will be forwarded to the President for consideration and approval. The Curriculum & Assessment Committee will be directly responsible to the president of NWKTC. Minutes will be recorded for each meeting and distributed to faculty/staff as well as the president.

## COMMITTEE MEMBERSHIP

Christa Bergsma - Cosmetology Instructor

Jason Showalter - Vice President of Student & Academic Advancement

Kerri Bellamy - Crime Scene Investigation,

Jason Cook - Diesel Technology

Joseph Dobbs - Electrical Technology

Michaela Kaus - Crime Scene Investigation

Dennis Misurell - General Education

Jack Polifka - Precision Agriculture

Rachel Schears - General Education

Lois Seibert Medical Assistant

Jeremy Skrdlant - Cloud Computing and App Development

Lynda Welch - General Education

Shea Vrbka - Welding

Michael Zimmerman - Engineering Technology

Trista Zimmerman - General Education

Sylvia Shores - Registrar

# Student Profile

## OUR STUDENTS BY THE NUMBERS

---

- **Full-time enrollment included:**
  - 116 Freshmen
  - 203 Sophomore
  - 86 High School Students
  - 87 Other Non Degree Seeking
  - 406 Total Full-Time students (FR, SO, NDU)
- **Part-time enrollment included:**
  - 118 continuing education (part time) students
  - 236 concurrent enrollment (including students from sixteen regional school districts)
  - 354 total non-program students
- **Total enrollment of 760 students:**
  - 291 (2009-2010); +7%
  - 384 (2010-2011); +32%
  - 473 (2011-2012); +23%
  - 561 (2012-2013); +19%
  - 626 (2013-2014); +12%
  - 647 (2014-2015); +3%
  - 779 (2015-2016); +20%
  - 812 (2016-2017); +4.24%
  - 896 (2017-2018); +10.35%
  - 821 (2018-2019); -8.37%
  - 735 (2019-2020); -10.48%
  - 676 (2020-2021); -8.03%
  - 760 (2021-2022); +11%
- **66% of the student population is male:**
  - 68% (2012-2013)
  - 67% (2014-2015)
  - 77% (2015-2016)
  - 75% (2016-2017)
  - 70% (2017-2018)
  - 69% (2018-2019)
  - 67% (2019-2020)
  - 63% (2020-2021)
  - 66%(2021-2022)
- **34% of the student population is female:**
  - 32% (2012-2013)
  - 33% (2014-2015)
  - 23% (2015-2016)
  - 25% (2016-2017)
  - 30% (2017-2018)
  - 31% (2018-2019)
  - 33% (2019-2020)
  - 37% (2020-2021)
  - 34% (2021-2022)
- **Student age representation :**
  - 0-17 – 0%;
  - 18-19 – 1%;
  - 20-21 – 44%;
  - 22-24 – 40%;
  - 25-29 – 8%;
  - 30-34 – 2%;
  - 35-39 – 1%;
  - 40-49 – 3%;
  - 50-74 – 1%;
  - Over 75 – 0%;

## PROGRAM OUTCOMES

Northwest Kansas Technical College maintains high student learning standards with continuous quality improvement of educational programs. Continuous improvement is accomplished by drawing upon faculty, students, administration, research, and industry experts to develop data-driven plans that focus on student learning, measure effectiveness, and use results to make further improvements.

Northwest Kansas Technical College conducts regular program reviews to improve programs through analysis of evidence about quality of instruction, measurable student progress of learning objectives, and feedback from students, faculty, and administration.

## Program Enrollment, Retention & Placement

Ongoing assessment is an integral part of the college's commitment to educational achievement and improvement. During assessment day, faculty complete assessments and make recommendations for educational improvement.

The purpose of this section is to provide the assessment data collected by each program: Enrollment, Placement, and Available Certifications. This process of collecting data for the program assessment plans has been in place since 2005.

## AT A GLANCE

The following figures represent average performance across all 17 of Northwest Kansas Technical College's academic programs.

### Automotive Technology

#### Enrollment

- 24 - Total Enrollment
- 54.5% - Graduates
- 90.9% Completed 1 Year, Returning for 2nd Year

#### Placement

- Career Placement was 100%
- Employment Placement was 100%
- Related Employment was - 71%
- Continuing Education - 29%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

#### Available Certifications

- NATEF Automatic Transmission/Transaxle
- NATEF Automobile Service Technology Exam
- NATEF Brakes
- NATEF Electrical/Electronic Systems
- NATEF Engine Performance
- NATEF Engine Repair
- NATEF Heating and Air Conditioning
- NATEF Manual Drive Train and Axles
- NATEF Suspension & Steering
- OSHA 10 Examination

## Business Technology

### Enrollment

- 40 - Total Enrollment
- 100% - Graduates
- 66% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 69%
- Employment Placement was 75%
- Related Employment was - 0%
- Continuing Education - 92%
- Military - 0%
- Unrelated Employment - 8%
- Unemployed - 0%

### Available Certifications

- Microsoft Office Specialist

## Construction Technology

### Enrollment

- 14 - Total Enrollment
- 25% - Graduates
- 80% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 67%
- Employment Placement was 67%
- Related Employment was - 100%
- Continuing Education - 0%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- OSHA 10 Examination

## Application Development

### Enrollment

- 10 - Total Enrollment
- 66.7% - Graduates
- 100% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 90%
- Employment Placement was 100%
- Related Employment was - 0%
- Continuing Education - 100%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- Opportunity to test for the Amazon Web Services Certified Cloud Practitioner
- Apple Swift Associate
- Apple Swift Certified User

## Cosmetology

### Enrollment

- 17 - Total Enrollment
- 100% - Graduates
- 84% Completed 1 Year for Cert

### Placement

- Career Placement was 67%
- Employment Placement was 100%
- Related Employment was - 66%
- Continuing Education - 33%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- Kansas Board of Cosmetology

## Crime Scene Investigation

### Enrollment

- 22 - Total Enrollment
- 40% - Graduates
- 58% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 80%
- Employment Placement was 80%
- Related Employment was - 0%
- Continuing Education - 80%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 20%

## Computer Graphics Technology

### Enrollment

- 10 - Total Enrollment
- 80% - Graduates
- 60% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 100%
- Employment Placement was 83%
- Related Employment was - 20%
- Continuing Education - 60%
- Military - 0%
- Unrelated Employment - 20%
- Unemployed - 0%

### Available Certifications

- Opportunity to test for Adobe Certifications

## Electrical Technology

### Enrollment

- 48 - Total Enrollment
- 60% - Graduates
- 61% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 100%
- Employment Placement was 100%
- Related Employment was - 100%
- Continuing Education - 0%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- Opportunity to test for the Kansas Journeymen's Exam
- OSHA 10 Examination

## Civil Engineering Technology

### Enrollment

- 24 - Total Enrollment
- 100% - Graduates
- 80% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 100%
- Employment Placement was 90%
- Related Employment was - 80%
- Continuing Education - 10%
- Military - 0%
- Unrelated Employment - 10%
- Unemployed - 0%

### Available Certifications

- OSHA 10 Examination

## Diesel Technology

### Enrollment

- 35 - Total Enrollment
- 90% - Graduates
- 88% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 100%
- Employment Placement was 100%
- Related Employment was - 94%
- Continuing Education - 5%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- NATEF Brakes - Diesel
- NATEF Diesel Engines
- NATEF Electrical/Electronic Systems
- NATEF Steering & Suspension - Diesel
- OSHA 10 Examination

## Medical Assistant

### Enrollment

- 18 - Total Enrollment
- 96% - Graduates
- 89% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 79%
- Employment Placement was 93%
- Related Employment was - 23%
- Continuing Education - 62%
- Military - 0%
- Unrelated Employment - 15%
- Unemployed - 0%

### Available Certifications - No Results due to COVID-19

- American Association of Medical Assistants Exam
- American Medical Technologist Exam

## Precision Agriculture Technology

### Enrollment

- 7 - Total Enrollment
- 85% - Graduates
- 92% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 100%
- Employment Placement was 100%
- Related Employment was - 100%
- Continuing Education - 0%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- PART 107 (Optional)
- FORK LIFT
- Commercial Driver's License (CDL)

## Respiratory Care

### Enrollment

- 16 - Total Enrollment
- 100% - Graduates
- 44.5% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 100%
- Employment Placement was 100%
- Related Employment was - 43%
- Continuing Education - 57%
- Military - 0%
- Unrelated Employment - 0%
- Unemployed - 0%

### Available Certifications

- National Board for Respiratory Care Certification Exam

## Welding

### Enrollment

- 26 - Total Enrollment
- 97% - Graduates
- 89% Completed 1 Year, Returning for 2nd Year

### Placement

- Career Placement was 77%
- Employment Placement was 95%
- Related Employment was - 45%
- Continuing Education - 27%
- Military - 4.5%
- Unrelated Employment - 18%
- Unemployed - 4.5%

### Available Certifications

- OSHA 10 Examination

## Welding (Gove County)

### Enrollment

- 25 - Total Enrollment
- 85.7% - Graduates
- 100% Completed 1 Year, Returning for 2nd Year

### Available Certifications

- OSHA 10 Examination

“Efforts and courage are not enough without purpose and direction.” John F. Kennedy

## Institutional Outcomes

*How effective are the services offered by Northwest Kansas Technical College?*

*How do our internal constituents rate the effectiveness of Northwest Kansas Technical College programs, processes, and personnel?*

### OVERVIEW

Technical colleges have long distinguished themselves through their efforts to put students first and their emphasis on teaching and learning. Innovations in curriculum, teaching strategies, and support services for students are hallmarks of these institutions.

Today, technical colleges are being asked to rise to new challenges. Across the country, community technical colleges must respond to the increasing expectations for quality, performance, and accountability set by governing boards, state and federal governments, accrediting organizations, and public. Key among those expectations is that colleges should emphasize assessment and improvement of student retention and student learning.

To respond effectively to these challenges, colleges need assessment tools appropriate to their unique missions and the characteristics of their diverse student populations.

### STUDENT ENGAGEMENT & SATISFACTION

Provide information on student engagement, a key indicator of learning and therefore, of the quality of community colleges. The survey, administered to community college students, asks questions that assess institutional practices and student behaviors that are correlated highly with student learning and student retention.

### FACULTY EVALUATIONS

Faculty evaluations are conducted on a rotating schedule as outlined in the Employee Handbook. All instructor evaluations will be made in writing and signed by the employee and evaluator. The evaluation document and responses thereto will be maintained in the personnel file for each employee for at least three (3) years from date of evaluation. Such evaluation documents shall be available to only those parties as set forth in K.S.A 729005.

# Continuous Quality Improvement

## FACULTY INSERVICE DAYS

Opportunities for faculty and staff to come together to review assessment findings and make recommendations for institutional improvement are facilitated by the Assessment Coordinator each fall and spring. A variety of activities are used to engage and solicit the input of all stakeholders. The objective of each retreat is to identify what is working well (Strengths), what is not working well (Weaknesses), possible areas of need (Opportunities), and potential impacts (Threats). The group input is then shared with the college's administrative team for use in their efforts of institutional improvement and strategic planning.

## STRATEGIC PLANNING SESSIONS

This plan is an outcome of the ongoing yearly planning sessions of stakeholders. These sessions continued to support the goals for the college. The Strategic Planning Committee meets quarterly to monitor progress of the plan and reports results to the Area Advisory Board.

## STRATEGIC PLAN PILLARS

- Pillar 1: Enrollment Growth and Sustainability
- Pillar 2: Quality and Accessible Academics
- Pillar 3: Improving Student Success
- Pillar 4: Engage with the Community
- Pillar 5: Maintain Fiscal Health
- Pillar 6: Improve Facilities & Network
- Pillar 7: Developing Employees
- Pillar 8: Strengthen External Partnerships

## Graduate Outcomes

The following data is a result of a graduate and employer follow-up survey conducted on students who graduated in the spring of 2020.

### JOB PLACEMENT RATE

The college's Career Services Coordinator collects and reports on graduate placement and matriculating six months following commencement. 54% of 2021 NT graduates were employed in related fields; 37% were employed or continuing their education.

### AVERAGE SALARY

\$52,871

2022 Northwest Kansas Technical College graduates reported salaries ranging from \$32,240 to \$70,000

Northwest Kansas Technical College prepares an annual Graduate Follow-up Report that is distributed to Advisory Committees, faculty, administration, and the Area Board of Control. The annual report includes information regarding employment status and salary data by program. The survey specifically asks students about employment related to their education and has specific qualitative measures about faculty effectiveness in the classroom, satisfaction with equipment and facilities, and overall rating of the quality of the education received. The employer survey gathers information about the knowledge, skills and dispositions of Northwest Kansas Technical College graduates. This information fulfills state reporting requirements and contributes to annual program reviews.

### EMPLOYER SATISFACTION

After completing the Graduate Follow-up survey, Northwest Kansas Technical College attempts to contact each graduates employer for feedback, as well.



## CONTACT US



1209 Harrison Avenue, Goodland, KS 67735



785-890-3641



[www.nwktc.edu](http://www.nwktc.edu)