



**FORT PECK**  
**Community College**

**Ad Hoc Report**  
**September 1, 2016**



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# Introduction

In October 2015, Fort Peck Community College (FPCC) underwent its Northwest Commission on Colleges and Universities (NWCCU) Year 7 Comprehensive Self-Evaluation Peer Review site visit. On February 1, 2016, NWCCU reaffirmed FPCC's regional accreditation. In reaffirming the FPCC's accreditation, NWCCU made three recommendations. NWCCU's Recommendation 1 required that the FPCC further define and assess mission fulfillment to especially include student learning outcomes as demonstrated in the college's program learning outcomes process. Responses to this recommendation are addressed in the University's Year One Self-Evaluation Report, which is being submitted simultaneously with this Ad Hoc Report. This report is required to address Recommendations 2 and 3.

## Response to Year Seven Recommendations 2 and 3

This section responds to the February 1, 2016 NWCCU recommendations from Fort Peck Community College's (FPCC) October 2015 Year Seven Comprehensive Self-Evaluation. The text of each topic is presented, followed by responses. Of the three recommendations, Recommendation 1 is addressed in FPCC's Year One report, Recommendations 2 and 3 are addressed below.

### *Revised Recommendation 2:*

*The evaluation committee recommends that Fort Peck Community College address the finding in the September 30, 2014, financial audit by submitting a College financial statement independent of the auditing firm (Standard 2.F.4).*

Fort Peck Community College (FPCC) is always striving to be transparent and to do what is in the best interest of the faculty, students, staff, and our Board of Directors. We take our NWCCU accreditation very seriously. As a result of the recommendation in meeting Standard 2.F.4, FPCC contacted CHMS, P.C., Certified Public Accountants whose business is located at 741 3rd Avenue South, Glasgow, Montana 59230. CHMS evaluated our financial statement for this year against the audit, to insure they were in the prescribed format and content required by the Governmental Accounting Standards Board, to meet the recommendation of submitting a College financial statement independent of the Wohlenberg Ritzman & Co., LLC auditing firm. On page 73 of the Financial Statements and Independent Auditor's Report, the current status for meeting this recommendation, was labeled **corrected**. The Financial Statements and Independent Auditor's Report and CHMS document are included in appendix A.

FPCC is also working with Jenzabar to compile the data from our database to generate the financial statements that will be required in the future. FPCC has had this capability but has never utilized the process due to having to program a script and to keep it updated. FPCC has a software program called Info-Maker expressly for this purpose of generating the financial reports and other reports as needed from our Jenzabar database.

### *Recommendation 3:*

*The evaluation committee recommends that the College Board of Directors regularly evaluate its own performance to ensure that its duties and responsibilities are fulfilled in an effective and efficient manner (Standard 2.A.8).*

On Friday, April 15<sup>th</sup> and Saturday, April 16<sup>th</sup>, 2016, Fort Peck Community College met at a location in Billings, Montana for a Board of Directors Strategic Planning meeting. Strategic Planning meetings are held annually in the spring of each year and this year Janine Pease, D. Ed. was the consultant who led the meeting. One of the items on the agenda for April 16<sup>th</sup> was Board Self Evaluation. This item was expressly put on the agenda to meet this recommendation 3 and to have all board members present to participate in the self-evaluation.

As a result of this self-evaluation, the board of directors voted to participate in an evaluation every three years at a Strategic Planning meeting. Next evaluation will be in the spring of 2019 and will continue every three years to regularly evaluate its own performance to ensure that its duties and responsibilities are fulfilled in an effective and efficient manner. Materials documenting the evaluation process by the consultant Janine Pease, D. Ed. and the agenda are included in appendix B.

## Conclusion

Fort Peck Community College's (FPCC) leadership is diligently working to promote an environment of transparency and collegiality by instilling within the college's framework an infrastructure that guides and builds on these principles. FPCC remains determined to make positive changes to the organization's climate and to focus on the strengths of the faculty and staff to encourage the expression and consideration of the views of faculty, staff, administrators, students and board of directors. FPCC has made an earnest effort in a short amount of time to address NWCCU's Recommendation 2 and 3, and while challenges remain, the college has made significant strides toward achieving its goals and promoting an environment of transparency and collegiality that will result in trust.