Participation in the Academy for Student Persistence and Completion

Letter of Agreement

Institution: UNIVERSITY OF MISSOURI-KANSAS CITY

Next Reaffirmation: 2019-2020

Academy for Student Persistence and Completion

This document is an agreement that UNIVERSITY OF MISSOURI-KANSAS CITY elects to participate fully in the activities and functions of the Academy for Student Persistence and Completion. Participating in the Academy offers HLC member institutions a four-year sequence of events and interactions designed to build institutional capacity to improve student persistence and completion. An institution may choose to participate in the Academy as fulfillment of the Open Pathway Quality Initiative, as fulfillment of one or more AQIP action projects, or for its own purposes.

In joining the Academy, the institution agrees to the expectations defined in this agreement. The institution also acknowledges that the Academy is in a pilot phase and changes may occur to the expectations. If changes do occur, the Commission will provide prior notice as well as flexibility related to participation and cost for the institution.

Agreement between HLC and UNIVERSITY OF MISSOURI-KANSAS CITY

I. UNIVERSITY OF MISSOURI-KANSAS CITY agrees to participate in the Academy for the following purpose: (check if applicable)

   ✓ Fulfillment of the Open Pathway Quality Initiative (Institutions must begin participation no later than June of Year 5 and complete in June of Year 9 of the Open Pathway accreditation cycle.)

   ____ Fulfillment of one or more AQIP Action Projects

   ____ Fulfillment of other institutional purposes not related to Quality Initiatives or Action Projects

II. UNIVERSITY OF MISSOURI-KANSAS CITY agrees to participate in the following Academy activities:

   • Information and Planning Meeting – All institutions accepted into the Academy must attend this meeting, which is held three months before the Academy Roundtable (launch). Institutions should send a team of two or three people; attendees should include a senior administrator and a person responsible for persistence and completion data.

      Institutional Commitment – In joining the Academy, UNIVERSITY OF MISSOURI-KANSAS CITY agrees to send two or three representatives to an Information and Planning Meeting.

   • Mentor-Facilitated Data Review – Following the Information and Planning Meeting, the institution hosts this review, which may occur via webinar, phone conference, or on-campus visit. The mentor will review the institution’s current data sets on persistence and completion, the degree to which the institution analyzes and uses its current data, and the structures in place to assure campus-wide engagement. The mentor provides feedback to the institution on the state of the institution’s data.

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Institutional Commitment – In joining the Academy, UNIVERSITY OF MISSOURI-KANSAS CITY agrees to host a mentor-facilitated Data Review.

- Roundtable – The Academy experience begins with a Roundtable, where institutional teams receive coaching from mentors and have the opportunity to discuss and comment on their own and other institutions’ planned work. This initial planned work will form the basis for the institution’s first posting in the Collaboration Network and will ultimately inform or become the institution’s Academy Project related to student persistence and completion.

Institutional Commitment – In joining the Academy, UNIVERSITY OF MISSOURI-KANSAS CITY agrees to send five-eight representatives to a Roundtable event and post initial planned work on the Academy Collaboration Network (see below) within two months of the Roundtable.

- Academy Project Updates – Institutions provide regular updates on their Academy work to share strategies and results from their Academy Projects and initiatives. Each institution receives commentary on its work from other Academy members, as well as from Academy mentors.

Institutional Commitment – In joining the Academy, UNIVERSITY OF MISSOURI-KANSAS CITY agrees to post Project update reports twice each year in the Academy Collaboration Network.

- Academy Collaboration Network – The Academy Collaboration Network is an electronic forum for sharing Projects, posting updates, commenting on and inquiring about the strategies of other institutions, and linking to Commission and other Academy institution tools, ideas, and materials. Twice annually, institutions receive assignments from the Commission to comment on other Academy institutions as part of the Collaboration Network experience. Participation in the Collaboration Network may also include topical conference calls with facilitators/mentors, other institutions, and HLC staff.

Institutional Commitment – In addition to posting Academy Project update reports, UNIVERSITY OF MISSOURI-KANSAS CITY agrees to comment on the Project update reports of two-three other Academy institutions as assigned.

- Mid-Point Roundtable – The Mid-Point Roundtable is held approximately halfway through the institution’s time in the Academy; it brings the original team together again to consult and share best practices with other institutions in the cohort, and receive advice from a mentor.

Institutional Commitment – UNIVERSITY OF MISSOURI-KANSAS CITY agrees to send the team of five-eight representatives to the Mid-Point Roundtable.

- Academy Results Forum – The Results Forum is a multi-day event that concludes the Academy experience. Teams evaluate the impact of their Projects, showcase accomplishments, share good practices, and design strategies to maintain their efforts related to improvement of student persistence and completion. The final product is a written sustainability plan.

Institutional Commitment – UNIVERSITY OF MISSOURI-KANSAS CITY agrees to attend an Academy Results Forum at the conclusion of its Academy experience, share learning and results from the Project evaluation, and write a plan for sustaining work to improve student persistence and completion.

III. In facilitating the Academy, HLC agrees to:

- collaborate with UNIVERSITY OF MISSOURI-KANSAS CITY to help it accomplish its Academy Project goals;
- respond promptly and courteously to requests for assistance or information in areas of Academy participation;
- share information on student persistence and completion by identifying, evaluating, and validating good practices through the Academy Collaboration Network and Academy events;
- maintain UNIVERSITY OF MISSOURI-KANSAS CITY’S Academy participation provided the institution continues to take part in Academy activities as defined in Section II and is able to provide the Commission with credible evidence of doing so;
honor the institution’s request, subject to approval by the Commission, for participation in the Academy to serve as the institution’s Open Pathway Quality Initiative; or
honor the institution’s request, subject to approval by the Commission, for participation in the Academy to serve as one or more AQIP action projects.

IV. In accordance with Commission policy, UNIVERSITY OF MISSOURI-KANSAS CITY understands that:

• if the institution has an assurance review, comprehensive evaluation, systems appraisal, or reaffirmation while participating in the Academy, reviewers will evaluate the institution’s efforts to assess and improve student persistence and completion in accordance with Commission expectations and practices applied to all affiliated institutions; and

• if the institution has interim monitoring related to student persistence and completion while participating in the Academy, the institution is responsible for fulfilling that monitoring requirement. The Academy does not replace or supersede the requirements of any Commission monitoring.

[Signature of Institution CEO]

Date: 2/17/14

[Signature of HLC President]

[Printed name of Institution CEO]

Please return to:
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