



The Higher Learning Commission

A Commission of the  
North Central Association  
of Colleges and Schools

NCA

30 North LaSalle Street, Suite 2400 | Chicago, IL 60602-2504 | 312-263-0456  
800-621-7440 | Fax: 312-263-7462 | [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org)

Serving the common good by assuring and advancing the quality of higher learning

September 8, 2005

Mr. Timothy Nelson  
President  
Northwestern Michigan College  
1701 E. Front St.  
Traverse City, MI 49686-3061

Dear President Nelson:

The progress report you submitted to our office has now been reviewed. A staff analysis of the report is enclosed.

On behalf of the Commission, I accept the report on curricular review based on assessment results. No further reports are required. The institution's next comprehensive evaluation is scheduled for 2009 - 2010.

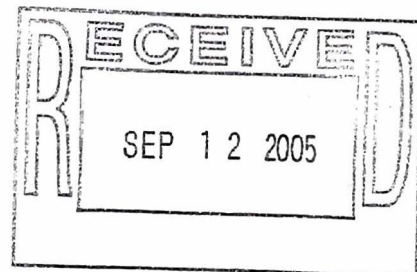
I am also enclosing a copy of the institution's Statement of Affiliation Status, which reflects the actions I have taken on behalf of the Commission. If you have any questions about this analysis or any other evaluation matters, please let me know. I can be reached via email at [btaylor@hlcommission.org](mailto:btaylor@hlcommission.org) or by voice at (800) 621-7440 x 139.

Sincerely,

Barbara Pollard Taylor, Mus.Ed.D.  
Assistant Director for Process Integrity

Enclosures

cc: Robert R. Appleson, Associate Director





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## STAFF ANALYSIS OF INSTITUTIONAL REPORT

DATE: September 8, 2005  
STAFF: Robert R. Appleson  
REVIEWED BY: Barbara Pollard Taylor

INSTITUTION: Northwestern Michigan College, Traverse City, MI

EXECUTIVE OFFICER: Timothy Nelson, President

PREVIOUS COMMISSION ACTION RE: REPORT: A progress report due on 6/30/05 focused on curricular review based on assessment results.

ITEMS ADDRESSED IN REPORT: The Northwestern Michigan College (NMC) report and supporting materials were received at The Higher Learning Commission office on 6/30/05.

STAFF ANALYSIS: In December 2003, NMC submitted a monitoring report that described its philosophy of general education and its program for assessing general education outcomes, and its use of assessment results to improve teaching and learning. In accepting this report, Commission staff further requested a progress report that demonstrated how the College uses assessment results in curricular review. NMC responded that it has developed processes for improving general education and has systematized its assessment processes. For examples, the College has:

- Adapted the Deming *plan-do-check-act* cycle to act on assessment results and plan curricular change
- Developed systematic processes for using assessment results
- Curriculum reviews completed in 2005-06 and results from general education assessments will be studied to determine if goals and outcomes are being met
- Results from faculty Action Plans that include "writing across the curriculum," freshman composition capstone project, a new writing course, and redefinition of the Cultural Perspectives outcomes should lead to curricular improvements and increased student learning.

Conclusion. In the interim between the monitoring report and this progress report, the College can report that it has modified its assessment processes in general education, in program assessment, and has made progress in strengthening and improving the curriculum. It has



completed round one of the process improvement cycle and it anticipates continued movement toward quality improvement in the future. No additional reports on the topic are required.

STAFF ACTION: Accept the report focused on curricular review based on assessment results. No further reports are required. The institution's next comprehensive evaluation is scheduled for 2009 - 2010.



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## STATEMENT OF AFFILIATION STATUS

NORTHWESTERN MICHIGAN COLLEGE  
1701 E. Front St.  
Traverse City, MI 49686-3061

*Affiliation Status:* Candidate: Not Applicable  
Accreditation: (1961- .)

PEAQ PARTICIPANT

### Nature of Organization

*Legal Status:* Public  
*Degrees Awarded:* A

### Conditions of Affiliation:

*Stipulations on Affiliation Status:* None.  
*Approval of New Degree Sites:* Prior Commission approval required.  
*Approval of Distance Education Degrees:* Prior Commission approval required for additional degrees beyond those facilitated by The Michigan Community College Virtual Learning Collaborative.  
*Reports Required:* None.  
*Other Visits Scheduled:* None.

### Summary of Commission Review

*Year of Last Comprehensive Evaluation:* 1999 - 2000  
*Year for Next Comprehensive Evaluation:* 2009 - 2010  
*Date of Last Action:* 09/08/2005