

Tentative List of Workroom Exhibits

Standard One

- College catalog
- Course outline
- Student handbook
- Strategic Plan, last revised in March, 2006
- Vision for the Future, an Overall Development Strategy*, created in 2004

Standard Two

- Capital budget plan
- Capital Plan 2008-2009, Vision 2008-2013*
- Department Report to the Vice President of Academic Affairs*
- Instructor evaluations
- Marketing plan
- Operating budget
- Strategic Plan
- Vision 2010 Strategic Goals*

Standard Three

- Annual academic and nonacademic departmental reports
- Board of Trustees' six-year strategic capital plan
- Community College System of New Hampshire Board of Trustees Policy Manual*
- Coordinating Council minutes
- Customer satisfaction surveys, implemented by the administration
- Minutes of the following meetings (in President's office): College Leadership Team, System Leadership Team, Board of Trustees, and other campus-wide meetings.
- Mission, Values, and Vision
- New Hampshire Code of Administrative Rules
- Organizational chart
- System's policy manual
- System-wide academic calendar

Standard Four

- Adjunct faculty handbook
- Articulation agreements with area high schools and colleges and universities throughout New England
- Acuplacer exam
- Annual program review policy
- Blackboard course manual
- Board of Trustees Policy Manual
- College catalog
- Course outlines & syllabi
- Intent to Graduate form
- Instructor classroom assessments
- Lease agreements, memorandums of understanding, and clinical site contracts on file in the Business office or Academic Affairs office
- Non-traditional course evaluations
- State of NH Personnel Rules and Regulations
- Strategic plan
- Student course evaluations
- Student handbook
- Student Status Report

Transcript checklist

Standard Five

Adjunct faculty instructional services contract
Adjunct Faculty Handbook
Articulation agreements with high schools and colleges
Board of Trustees Policy Manual, statement of academic freedom
Classroom Observation Form
College catalog, academic policies
Computer Use Policy
Faculty Handbook (including: academic freedom statement, affirmative action police, sexual harassment protections, code of ethics, and specific grievance procedures)
Faculty Performance Evaluation Summary
Individual Professional Growth Plan
New Hampshire Division of Personnel Administrative Rules
State Employee Association Collective Bargaining Agreement Student Evaluation Form

Standard Six

Academic advising brochure (for students)
Academic Advising Handbook (faculty and staff)
Accuplacer exam
Alumni Satisfaction Survey
Carl D. Perkins Consolidated Annual Report
Childcare Center service survey
College catalog
Community College Survey of Student Engagement
Enrollment Management Plan
Equity survey
Financial Aid brochure
Financial Aid Handbook
Formal matriculation agreements with Plymouth State University, Franklin University, and other four-year institutions
Graduate Survey
Guide for Students with Disabilities
Integrated Postsecondary Education Data System
Learning Center evaluation
Nelson-Denny Reading Test
Orientation Satisfaction Survey
Strategic Plan
Student handbook
Student Right-to-Know and Campus Security Act
Student Status Report
Summer 2007 audit of Student Service Fees
Supplemental job descriptions for Student Services personnel

Standard Seven

Annual library survey
Assessment Plan
Information literacy plan
Library budget
Library Strategic Plan
Library Technology Plan
Monthly and annual outcomes assessment reports

Print copies of library's electronic database list with usernames and passwords

Standard Eight

- Campus Master Plan
- Instructional Equipment Replacement Schedule
- Space Utilization Studies
- Sample Contracts for Leased Space
- Capital Budget for FY2008/2009
- List of upgrades and repairs to College-owned buildings
- List of recommendations for upgrades at Academic Centers
- Maintenance Request Form
- Capital Budget Plan
- College Emergency Plan as Developed by Safety Committee
- North Wing Renovations - Map of 1st and 2nd floor showing new layout
- Security Assessment provided by TranSystems April, 2008 (possibly only in draft form)
- Monthly Security Logs as developed by Security Officer

Standard Nine

- FY2008 Operating Budget Status
- State of New Hampshire Annual Reports available at the following website:
<http://admin.state.nh.us/accounting/reports.asp>
- In-House Requisition Sample
- Operating Budget FY2008 and FY2009
- Policy and Procedure for awarding financial assistance:
<http://www.ccsnh.edu/financialaid/documents/0708policies.pdf>
- IPES Reports
- Capital Budget for FY2008 and FY2009

Standard Ten

College catalog
College viewbook
Course brochures
DCE course brochure
Faculty and staff handbook
Graduate Survey
Placement survey
Program brochures
Student handbook

Standard Eleven

Board of Trustees Policy Manual
CCSNH Administrative Rules
Code of Ethics
College catalog
Community College Survey of Student Engagement
Computer Use Policy
Course outlines
Faculty and staff handbook
Family Education Rights and Privacy Act of 1974

New Hampshire Division of Personnel Administrative Rules
Notice of Nondiscrimination, Affirmative Action, and Compliance
State Employees Association Collective Bargaining Agreement
Statement of Academic Freedom
State of NH Policies on Sexual Harassment and Domestic Violence in the Workplace
Statement of Nondiscrimination
Student Code of Conduct
Student handbook