UVU will undergo a Year Seven Evaluation by the Northwest Commission on Colleges and Universities, our regional accreditor, in Fall 2017. This is the major periodic evaluation by the commission that reaffirms our status as an accredited institution eligible to offer federal student aid.

As part of the process UVU must prepare a self-study demonstrating its compliance with NWCCU standards for accreditation. Standard Two documents that UVU has the resources and capacities to fulfill our mission. It includes seven criteria and 81 separate elements to which the university leaders primarily responsible for those functions must respond. The Standard Two evaluation process will be carried out at the executive level; each criterion has been assigned to the executive responsible for institutional functions related to the criterion.

Initial draft responses must be completed in Insight 2.0 by December 17.

GETTING STARTED IN INSIGHT 2.0

Insight 2.0 User Registration
Insight 2.0 uses UVU’s Single Sign-On system to give users access to the planning user portal using the same credentials used to login to the campus network and MyUVU. However, users must be associated with accreditation standards, program assessments, and strategic plans created in Insight 2.0 in order to use the system.

If you had a user account for strategic planning, use the same one for accreditation. If you do not, use the request form available at http://bit.ly/insightuser.

Accessing Insight 2.0 Accreditation
Insight 2.0 can be accessed directly at http://uvu.xitracs.net/portal.htm or through the Accreditation Support web page at http://www.uvu.edu/accreditation/support.html. Once logged in, click on "Agencies," then "NWCCU Year Seven Self-Evaluation Report" to begin working on your responses.
CREATING A RESPONSE TO A STANDARD

Accreditation standards are broken down into elements and criteria (e.g., Standard 2.A.17). UVU must provide responses to each criterion. To view criterion and edit the response, click on the criterion.

To edit the response:

- View the full text of the standard and, if there is an existing response to the criterion from a previous review cycle, the current response by clicking “Preview.” You can copy this text and edit it.
- To edit text, click “Edit” and then edit the response in the text box.
- To attach documents as evidence, upload them by clicking “File+” and uploading the appropriate file. Except when referring to major web sites such as the policy manual in their entirety, you should upload a PDF copy of the web site rather than the URL. All evidence should be referred to in the text of the response.

GUIDELINES FOR RESPONSES

Standard Two is largely about compliance with requirements and does not require significant analysis, demonstration of excellence, or continuous assessment of and improvement in the standard. Provide sufficient information to address all parts of the criterion, and attach files as necessary to support the response. Excessive detail is not recommended. Typical responses are between 200 and 500 words depending on the complexity of the criterion.

Responses should honestly assess whether UVU is in compliance with the criterion. Responses should not attempt to hide problems with compliance. However, it is not necessary to identify weaknesses in the criterion that do not compromise compliance under Standard Two. It is useful to provide examples of how UVU is complying.

REVIEW AND REVISION

Editing the response in Insight 2.0 will not immediately change the response show in the preview. Institutional Effectiveness and Planning will review initial responses and offer recommendations, primarily concerning the extent to which the criterion has been fully addressed. Once you and IEP agree that the response is complete, IEP will update the response. Responses will then be forwarded to the appropriate vice-president for review and revision using the same process.
## ACCREDITATION SELF-STUDY TIMELINE

<table>
<thead>
<tr>
<th>Month</th>
<th>Mission Fulfillment (Standards 1, 3, 4, 5)</th>
<th>Resources and Capacities (Standard 2)</th>
<th>Full Self-Study</th>
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<tr>
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<td>Initial Draft by IEP</td>
<td>Executives Update Responses</td>
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<tr>
<td>November</td>
<td>Review by ALO</td>
<td>IEP Review for Completeness</td>
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<tr>
<td>December</td>
<td>Review and Revision by IEP and UPAC</td>
<td>IEP and Executives Finalize Drafts</td>
<td>IEP and Executives Finalize Drafts</td>
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<td>Final Updates</td>
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<td>March</td>
<td>Final Updates</td>
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## ACCREDITATION SUPPORT

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