

Bethel Bible Seminary

Overview of the BBS assessment plan

(The corresponding Chinese translation will be posted on the BBS website)

Bethel Bible Seminary has implemented a systematic assessment plan since the TRACS comprehensive visit in 2013. The assessment plan provides information to evaluate the ongoing efforts to ensure the quality and effectiveness of teaching in the Seminary. It helps to see how effective the institution is towards fulfilling its stated vision, mission, purposes and core values, and embracing its philosophy of education and statement of faith.

The objectives of assessment are to review, approve and monitor the comprehensive, broad-based system for achieving institutional effectiveness in all major aspects of the Seminary. The systematic and regular assessment keeps up the momentum and effectiveness in our work; it also shines light on opportunities for improvement, thus to ensure implementation of our stated vision, mission, purposes, core values, philosophy of education and statement of faith.

The assessment covers both the areas of academic performance and supportive services, including student care, registration and enrolment services, and the provision of learning resources. The Structure and Governance assessment looks into the board governance, organizational effectiveness and control, performance of financial operations and publications. In each of the different assessment instruments, there are a corresponding goal, objective, scope, responsible person, and budget (if needed). On top of the surveys, SWOT analysis and interviews are also used to gather information and data. The results are to be compiled into an evidenced-based evaluation report; they are a great help to recommend changes, such as revision and addition of student policies and procedures. There are always good opportunities to review the spiritual development of students and to gauge the Christian service component of our teaching against BBS vision and mission.

According to the assessment schedule, data from the assessment will be reviewed and checked, reports will be prepared accordingly. The reports will be used in discussion during the Board meeting, Faculty meeting and Administration meeting, and the evidence of change. Analyses and reports will be distributed to relevant stakeholders, and available to the public through BBS Newsletter and website. The assessment plan and instruments will be reviewed and revised regularly by the Research and Development Department. BBS will be able to set the benchmark to help in the

following areas:

1. **Vision and Mission Driven:** The vision and mission statements provide the foundation of development of the Seminary and are consistently manifested in different programs.
2. **Balanced Spiritual Growth:** Our curricula are responsive to the all-round needs of students; therefore, they can achieve a balance between professional learning, advancement in biblical knowledge, physical and spiritual maturity. The Chapel, along with it the school prayer life, is the lifeline of the Seminary and will continue to be a priority.
3. **Transformed life and a life transforming Community:** BBS aims to cultivate a commitment in students so that they use the spiritual gifts to help transform lives through evangelism and discipleship. This concept is integrated throughout various programs. The Great Commission will continue to be the major focus in the community, city, and country in which they live.
4. **Commitment to Strategic Planning:** Strategic planning is driven by the vision and helps to fulfill the mission of the Seminary. The process involves the board, faculty, administration staff and students. All have a role in formulating the strategic plan, which provides a map of resource allocation. Therefore, from the recruitment, development, to the retention of personnel, every aspect is ensured to deliver long-term benefits to the Seminary and to foster values of its programs.
5. **Core values-driven Co-curricular Support:** Sound management principles are applied in the exercise of faith and stewardship. The core values of the Seminary guide us in setting fees. We keep the expenditure low and hence the fees remain competitive. At the same time, we also maintain the quality of our teaching and co-curricular support. We strive that the value of the learning experiences equals, if not exceeds, the cost.
6. **Outcomes:** Assessments measure the institutional effectiveness, and become the tool to collect information and verify the strategic plan during the interim review. The progress revealed helps to promote internal harmony and growth. On the other hand, it sets a benchmark for Christian education: solid biblical teaching, spiritual formation and professionalism of the Seminary are salt and light in the community.

Assessment Plan Schedule

Assessment Survey by Departments:

Frequency	Departments		
	Academic	Administration	Research and Development
Each Semester	<ul style="list-style-type: none"> ➤ New Student Survey ➤ Course Evaluation 		
Annually	<ul style="list-style-type: none"> ➤ Practicum Survey ➤ Practicum supervisor survey 	<ul style="list-style-type: none"> ➤ Faculty working appraisal / Non-teaching staff working appraisal ➤ Board of Director Survey 	<ul style="list-style-type: none"> ➤ Student satisfaction survey ➤ Graduating student survey ➤ Graduating student follow-up survey
Every two years		<ul style="list-style-type: none"> ➤ Non-teaching staff satisfaction survey / Faculty satisfaction survey 	
Every three years	<ul style="list-style-type: none"> ➤ Programs review by Academic Affairs Committee 		<ul style="list-style-type: none"> ➤ Alumni survey

*Every Program has its own Academic Affairs Committee to do regular reviews. The program director heads up a team to conduct the meeting. The items under review include the course arrangement, areas of concentration and student learning outcomes, the internal and external survey reports. That is to keep up with the foundational statements of BBS.

Departments collect the data, and pass them to the Research and Development department for final review, which will prepare reports for TRACS and to the public.

Enrolment Data

Students (Up to the Spring term)

	Degree Programs	Extension Programs	Total
2013-2014	460	346	806
2014-2015	480	340	820

Course Taken Pax

Semester	Fall	Winter	Spring	Summer	Total
2013-2014	1704	430	1567	571	4272
2014-2015	1717	499	1651	632	4499

Library

Up to December 2015, the total number of books in BBS Library is around 23,000, including Chinese and English. In addition, there are periodicals, electronic journals ready for the use of our Library card holders or inter-library loan holders.

Job placement

In March 2016, BBS conducts the Graduates follow up survey and knows about the job placement of the 2015 Graduates. Among the respondents at work, 42% of them were continuing their current work. Another 42% of respondents took a new job. 16% of them were waiting for new employment

The findings of this report clearly indicate that the graduates for the year 2015 served both at church and marketplace. Those continue at work gain enhancement from their study, so they are able to sustain their work. Although they may not require the academic degree, the training and practicum are important for them, school life gave them spiritual growth.

Those who have a new job affirmed their degree program helps their searching of new job, the academic degree is required, too. Graduates plan ahead to achieve the degree for their work and life development. Practicum may not closely relate as much as another group, but generally, the study and training is able to apply at work.

Both continue current work and gaining a new job have a full 100% spiritual growth during their time of study, both groups do not require the BBS or faculty to find their job.

2016 Graduating Students

In May 2016, BBS conducts 2016 Graduating Student Survey. It is to know about the institutional, program and student learning outcomes. The total respondents who have awards granted in the graduating classes from each program area are 130 of the school year of 2016 as below. 44% of them are the undergraduate level and 56% are

post-graduate level. 38% have their program major in counseling, 54% does not have a major in their program, and 8% have others in bible studies, CPE, Spiritual Formation/Leadership and pastoral programs.

A. Areas of strengths of the program

BBS achieves the institutional objectives to provide programs for students in all levels.

BBS retains an excellent and good education including

- the quality of education,
- the faculty overall teaching methods, and
- the qualifications and composition.

B. Areas of improvement and changes

BBS plans to review resources in the institutional objectives, especially in exposing to different academic knowledge in the global urban context, and enhance leadership skills and all aspect of learning.

BBS has to review the complexity of curriculum of the program.

Students give less satisfaction in the areas of spiritual living direction in these two years survey result, and personal counseling is added this year.

BBS has to review and improve the student learning outcomes in both bachelor and master level. The areas include

- relate well to people of different races, nations and religions / denominations
- place current problems in historical / cultural / philosophical perspective
- use of computers (for bachelor and undergraduate level)
- use of quantitative tools (for master and postgraduate level)
- lead and supervise tasks and groups of people (for master and postgraduate level)

C. Suggestions on improvement of the administration support

Students show dissatisfaction to the following facilities:

- computer services
- study space
- library facilities and resources
- recreational opportunities

The Graduating Student survey is an important survey to review the academic and service support situation of the Seminary.

The report findings indicate that the graduates of the year 2016 were satisfied with the academic excellence and the general ambience at the Seminary. The administrative and registration services were generally satisfied.

(The above data are up-to-date as of July 2016)