

# Red Lake Nation College

## Vocabulary List

*\*Assessment terms are in red*



Updated 12/24/19

**A.A.** - Associate in Arts

**A.A.S.** - Associate in Applied Science

**Academic Alert System** – The Academic Alert System provides instructors an opportunity to give an early warning to students who experience difficulty maintaining satisfactory progress in a given class. *RLNC Catalog.*

**Academic Honors** – The Dean’s List recognizes full-time students who earn a GPA between 3.0 and 3.69. Full-time students who earn a GPA of 3.7-4.0 have their names placed on the President’s List. Academic honor lists are published at the end of each semester. *RLNC Catalog.*

**Academic Integrity** – Honesty in academic matters is expected of all students. Actions that are contrary to the spirit of academic integrity will not be tolerated. Any attempt to misrepresent someone else’s work as your own, to receive credit for assignments you did not do, obtain an unfair advantage over other students in the completion of work, or aid another student to do the above will be considered a breach of academic integrity. *RLNC Catalog.*

**Academic Standing** – Academic standing is measured by pace of completion and grade point average. Students who do not maintain “good academic standing” will be placed on Academic Warning or Academic Suspension. *RLNC Catalog.*

**Academic Suspension** – The second consecutive semester a student fails to meet either one of the requirements of the Standard of Academic Progress, he or she will be placed on Academic Suspension. These include the 67% pace of completion and the cumulative GPA standards. *RLNC Catalog.*

**Academic Warning** – The first semester/summer session a student fails to meet either of the requirements of the Standard of Academic Progress, he or she will be placed on Academic Warning. These include the 67% pace of completion and the cumulative GPA standards. *RLNC Catalog.*

**Academic Year** – RLNC functions on an academic semester system. An academic year is two semesters in length. Each semester is approximately 15 weeks in length. RLNC may or may not have a summer session; when summer sessions are held, the semester credits earned may be applied toward the fulfillment of a student’s degree requirements. *RLNC Catalog.*

**Accountability** – The assurance that all education stakeholders accept responsibility and hold themselves and each other responsible for every learner having full access to quality education, qualified teachers, challenging curriculum, full opportunity to learn, and appropriate, sufficient support for learning so they can achieve at excellent levels in academic and other student outcomes. Institutions of higher education are accountable to stakeholders, accrediting bodies, students, the public, and state and federal agencies. *www.qualityresearchinternational.com*

**Accreditation Liaison Officer (ALO)** - The Accreditation Liaison Officer (ALO) is second line of communication about Commission policies, practices, and other matters related to accreditation. The chief executive officer of the institution appoints the ALO. At RLNC, the ALO is the Vice President of Operations and Academic Affairs. *Higher Learning Commission. www.ncahlc.org*

**Accredited** – Official recognition that a college or university meets the standards of a regional or national association. Although international students are not required to attend an accredited college or university in the United States, employers, other schools, and governments worldwide often only recognize degrees from accredited schools. *U.S. Higher Education Glossary, <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>*

**Accuplacer** - Placement test to determine college readiness in reading, writing, and mathematics. Students may be required to take refresher courses in these disciplines.

**Adjunct Instructor** – An adjunct professor is a part-time instructor. Adjunct professors are hired by the class and by the semester. Usually they are not guaranteed work beyond the current semester and are not paid benefits. Adjunct professors work by contract so their responsibilities are limited to teaching the course they have been hired to teach. They are not required to conduct research or service activities. *Kuther, Tara. Adjunct Professor. <http://gradschool.about.com/od/gettingajob/g/Adjunct-Professor.htm>*

**American Indian Higher Education Consortium (AIHEC)** – AIHEC is the collective spirit and unifying voice of our nation’s 37 tribal colleges and universities (TCUs)—a unique community of tribally and federally chartered institutions working to strengthen tribal nations and make a lasting difference in the lives of American Indians and Alaska Natives. *www.aihec.org*

**American Indian College Fund** – The American Indian College Fund provides Native American student scholarships and programmatic support for the nation’s 35 accredited tribal colleges and universities located on or near Indian reservations to provide access to an affordable, quality higher education. *www.collegefund.org*

**Analytic Rubrics** – Two-dimensional rubrics with levels of achievement as columns and assessment criteria as rows. Allows you to assess participants’ achievements based on multiple criteria using a single rubric. You can assign different weights (value) to different criteria and include an overall achievement by totaling the criteria. Analytic rubrics are written in a table form. *[http://www.queensu.ca/teachingandlearning/modules/assessments/35\\_s4\\_05\\_types\\_of\\_rubrics.html](http://www.queensu.ca/teachingandlearning/modules/assessments/35_s4_05_types_of_rubrics.html)*

**Anishinaabe-** This term is used to refer to the Anishinaabe ethnic group as well as other Indigenous peoples of the Americas.

**Appeal** – Students may file academic and/or financial aid appeals with the Progressive Academic Student Success (PASS) Committee at RLNC to review their academic and financial aid eligibility. This occurs when students desire to return from academic or financial aid suspension. *RLNC Catalog.*

**Articulation Agreements** – Transfer articulation refers to a set of agreements between institutions that permit students to transfer from one institution to another. Articulation agreements are typically held between a community college and a four-year school. The goal of these agreements is to create a more seamless transfer experience for students. The agreements expand on guaranteed admission, transfer credits, scholarships and academic requirements. *The Glossary of Higher Ed.* <https://tophat.com/glossary/t/transfer-articulation/> Memorandums of Understandings (MOUs) agreements may prequalify some program graduates to be eligible for pursuing credentials. <https://achs.edu/admissions/articulation-agreements>

**Associate Degree** – An associate degree is a two-year degree, meaning that, for most people, it takes two years of full-time study to earn this degree. When you have your associate degree, you will have completed your freshman and sophomore years of college. [www.geteducated.com](http://www.geteducated.com)

**Assessment** – The systematic process of determining educational objectives, gathering, using, and analyzing information about student learning outcomes to make decisions about programs, individual student progress, or accountability. *James Madison University's online Dictionary of Student Outcome Assessment.* <http://people.jmu.edu/yangsx/>

**Assessment Plans** – Coordinated future and current campus-wide assessment efforts, presented to external bodies as a well-conceived approach to assessment that provides a systematic way to determine the extent to which outcomes have been achieved.

**Assessment Reports** – Reports that document past assessment activities and how the tribal college is using assessment results to improve student learning. They serve either one or both of the following purposes: 1) to outline existing assessment strategies and recommend ways to improve assessment and/or 2) to summarize outcomes of assessment measures and recommend ways to improve student learning.

**Attempted Credits** – Credits in which a student was officially enrolled at the end of the registration “drop” period each semester. *RLNC Catalog.*

**Audit** – To take a class to gain knowledge about a subject, but without receiving credit toward a degree. *U.S. Higher Education Glossary.* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Award Letter** – After you submit your application for financial aid, you will receive a financial aid award letter from the college(s) to which you applied, typically in early to mid-April. This letter spells out the details of your financial aid package. [www.finaid.org](http://www.finaid.org)

**Benchmark** – A criterion-referenced objective performance datum that is used for comparative purposes. A program can use its own data as a baseline benchmark against which to compare future performance. It can also use data from another program as a benchmark. In the latter case, the other program often is chosen because it is exemplary and its data are used as a target to strive for, rather than as a baseline. *James Madison University's online Dictionary of Student Outcome Assessment.* <http://people.jmu.edu/yangsx/>

**Blended Learning** – The practice of using both online and in-person learning experiences when teaching students. *The Glossary of Education Reform*. <http://edglossary.org>

**Board of Regents** – The governing body of Red Lake Nation College. [www.rlnc.education](http://www.rlnc.education)

**Bylaws** – The rules and regulations enacted by an association or a corporation to provide a framework for its operation and management. Bylaws may specify the qualifications, rights, and liabilities of membership, and the powers, duties, and grounds for the dissolution of an organization. *The Free Dictionary*. <http://legal-dictionary.thefreedictionary.com/bylaws>

**Campus Security Authorities** – To further encourage the timely reporting of crimes on campus, the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act identifies and defines campus security authorities (CSA) as college faculty and staff members with “significant responsibility” for students and campus activities. They are campus officials who manage or otherwise oversee student and campus activities. *RLNC Catalog*.

**Charter** – A grant from the government of ownership rights in land to a person, a group of people, or an organization such as a corporation. Red Lake Nation College has a charter with the Red Lake Band of Chippewa Indians. *The Free Dictionary*. <http://legal-dictionary.thefreedictionary.com/bylaws>

**Clery Act** – Originally known as the Campus Security Act, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) is the landmark federal law that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The law is tied to an institution’s participation in federal student financial aid programs and it applies to most institutions of higher education both public and private. The Clery Act is enforced by the U.S. Department of Education. *Clery Center for Security on Campus*. <http://clerycenter.org/summary-jeanne-clery-act>

**Closing the Loop** – A continuous process of studying assessment findings to see what improvements might be suggested and taking the appropriate steps to make them. *Banta, T. and Blauch, C. Closing the Assessment Loop*. <http://www.changemag.org/Archives/Back%20Issues/2011/January-February%202011/closing-assessment-loop-abstract.html>

**Cohort** – A group of individuals who have something in common. In education, cohort is typically applied to students who are educated at the same period of time—a grade level or class of students (for example, the graduating class of 2004) would be the most common example of a student cohort. *The Glossary of Education Reform*. <http://edglossary.org>

**Collaborative Learning** – An educational method where two or more students work together to learn something. It is based on the general premise that groups of students can learn more from each other through sharing and social interaction than they would if they learned on their own. <http://study.com/academy/lesson/what-is-collaborative-learning-benefits-theory-definition.html>

**Commencement** – A graduation ceremony where students officially receive their degrees, typically held in May or June at the end of the academic year, though some colleges and universities also hold August and December ceremonies. *U.S. Higher Education Glossary*. <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Commitment to Excellence** – Excellence is a part of the mission of Red Lake Nation College. We do not strive for mediocre work. We expect outstanding work in our academic programs, courses, student support services, administrative functions, business office, facilities, and all job responsibilities. We expect everyone to demonstrate excellence by taking pride in their work and collaborating with others.

**Continuous Improvement** – An instructional-improvement process that unfolds progressively – does not have a fixed or predetermined end point – and that is sustained over extended periods of time. The concept also encompasses the general belief that improvement is not something that starts and stops, but it is something that requires an organizational or professional commitment to an ongoing process of learning, self-reflection, adaptation, and growth. *The Glossary of Education Reform.* <http://edglossary.org>

**Core Requirement** – Mandatory courses that students are required to complete to earn a degree. *U.S. Higher Education Glossary,* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Corequisite** – A formal course of study required to be taken simultaneously with another. *Merriam-Webster Dictionary.* <http://www.merriam-webster.com/dictionary/corequisite>

**Credits** – Units that a school uses to indicate that a student has completed and passed courses that are required for a degree. Each school defines the total number and types of credits necessary for degree completion, with every course being assigned a value in terms of “credits,” “credit hours,” or “units.” *U.S. Higher Education Glossary,* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Critical Thinking** – Minnesota State Colleges and Universities Transfer Curriculum Goal 2: To develop thinkers who are able to unify factual, creative, rational, and value-sensitive modes of thought. Critical thinking will be taught and used throughout the general education curriculum in order to develop students’ awareness of their own thinking and problem-solving procedures. To integrate new skills into their customary ways of thinking, students must be actively engaged in practicing thinking skills and applying them to open-ended problems. *MNSCU Transfer Curriculum.* <http://www.mntransfer.org/educators/mntc/goals/goal2.html>

**Curriculum** – The lessons and academic content taught in a school or in a specific course or program. *The Glossary of Education Reform.* <http://edglossary.org>

**Curriculum Alignment** – Reforms that are intended to bring greater coherence or efficiency to a curriculum, program, initiative, or education system. *The Glossary of Education Reform.* <http://edglossary.org>

**Curriculum Mapping** – The process of indexing or diagraming a curriculum to identify and address academic gaps, redundancies, and misalignments for purposes of improving the overall coherence of a course of study and, by extension, its effectiveness (a curriculum, in the sense that the term is typically used by educators, encompasses everything that teachers teach to students in a school or course, including the instructional materials and techniques they use). *The Glossary of Education Reform.* <http://edglossary.org>

**Data-Informed Campus** – Utilizing institutional analytics as a factor for daily decision-making. The importance is placed in the collection models of the student enrollment process. It is the significance of strong data collection at the beginning of the college-student experience that enhances the entire college usage/strategies for data and continuous improvement. This process of linking research to practice is an example of knowledge mobilization.

**Developmental Course** – Generally, courses that have course numbers starting with a zero or numbers less than 100 are considered developmental courses, or courses that prepare students for college-level courses. *www.CollegeTransfer.net*

**Direct Assessment** – Direct measures of student learning require students to display their knowledge and skills as they respond to the instrument itself. Objective tests, essays, presentations, and classroom assignments meet this criterion. *James Madison University's online Dictionary of Student Outcome Assessment. <http://people.jmu.edu/yangsx/>*

**Disability Services** – Services for students with disabilities who are enrolled in the educational institution. *RLNC Catalog.*

**Distance Education** – Education that takes place via electronic media linking instructors and students who are not together in a classroom. *Merriam-Webster Dictionary. <http://www.merriam-webster.com/dictionary/distance%20learning>*

**Dual Enrollment** – Students being enrolled – concurrently – in two distinct academic programs or educational institutions. The term is most prevalently used in reference to high school students taking college courses while they are still enrolled in a secondary school (i.e., a dual-enrollment student), or to the programs that allow high school students to take college-level courses (i.e., a dual-enrollment program). *The Glossary of Education Reform. <http://edglossary.org>*

**Earned Credit** – Earned credits include letter grades of A, B, C, D, and P. These are successfully completed credits that count toward the required completion percentage of 67% as defined by the pace of progression (credit completion rate), including accepted transfer credits. *RLNC Catalog.*

**Efficacy of Assessment** – Assessment results are being used to make effective programmatic improvements. The department/program is maturing through continual improvement based on evidence. Faculty care about teaching and know their role in assessment. *<http://www.und.nodak.edu/dept/datacol/assessment/glossary>*

**E-Learning** – E-learning is learning utilizing electronic technologies to access educational curriculum outside of a traditional classroom. *ELearningNC. [www.elearningnc.gov](http://www.elearningnc.gov)*

**Electives** – Courses that students can choose to take for credit toward a degree, but are not required. *U.S. Higher Education Glossary. <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>*

**Embedded Assessment** – A means of gathering information about student learning that is built into and a natural part of the teaching learning process. Often used for assessment purposes

in classroom assignments that are evaluated to assign students a grade. Can assess individual student performance or aggregate the information to provide information about the course or program; can be formative or summative, quantitative or qualitative. Example: as part of a course, expecting each senior to complete a research paper that is graded for content and style, but is also assessed for advanced ability to locate and evaluate Web-based information (as part of a college-wide outcome to demonstrate information literacy). *Assessment Terms Glossary. Northern Illinois University.* [http://www.niu.edu/assessment/\\_resourc/gloss.shtml](http://www.niu.edu/assessment/_resourc/gloss.shtml).

**Equity** – The term equity refers to the principle of fairness. In education, equity is a process that includes a wide variety of educational models, programs, and strategies working toward equality as an outcome. *The Glossary of Education Reform.* <https://www.edglossary.org/equity/>

**Excused Absence** – When unexpected events cause students to miss class, individual faculty members may decide to allow students to either make up the missed material or assign appropriate substitute material by recognizing the absence as an “excused” absence. Individual faculty members may set their own standards for what constitutes an excused absence. *RLNC Catalog.*

**Expected Family Contribution (EFC)** – The Expected Family Contribution (EFC) is a measure of your family’s financial strength and is calculated according to a formula established by law. Your family’s taxed and untaxed income, assets, and benefits (such as unemployment or Social Security) are all considered in the formula. Also considered are your family size and the number of family members who will attend college during the year. *FAFSA.* [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

**Experiential Education** – A wide variety of educational and instructional techniques focused on connecting what students are taught in school to real-world issues, problems, and applications. *The Glossary of Education Reform.* <http://edglossary.org>

**Family Educational Rights and Privacy Act (FERPA)** – The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

**Federal Pell Grant** – The Federal Pell Grant Program provides need-based grants to low-income undergraduate and certain post-baccalaureate students to promote access to postsecondary education. <http://www2.ed.gov/programs/fpg/index.html>

**Federal Supplemental Educational Opportunity Grant (FSEOG)** – A Federal Supplemental Educational Opportunity Grant (FSEOG) is a grant for undergraduate students with exceptional financial need. <https://studentaid.ed.gov/sa/types/grants-scholarships/fseog>

**Federal Work Study (FWS)** – The Federal Work Study (FWS) Program provides funds for part-time employment to help needy students to finance the costs of postsecondary education. <http://www2.ed.gov/programs/fws/index.html>

**First Americans Land-Grant Consortium (FALCON)** – The First Americans Land-Grant Consortium (FALCON) is a non-profit, professional association, sanctioned by motion of the AIHEC Board of Directors, that represents administrators, faculty and staff at 1994 Land-Grant Institutions (Tribal Colleges and Universities). The FALCON portal shares information, fosters partnerships, promotes professional development and serves as a resource center for its members. *FALCON Site.* <https://portalcentral.aihec.org/Falcon/Pages/default.aspx>

**Free Application for Federal Student Aid (FAFSA)** – The Free Application for Federal Student Aid (FAFSA) is used by U.S. citizens and permanent residents to apply for financial aid from U.S. federal and state governments. International students are not eligible for U.S. government aid, but schools may ask international students to submit a FAFSA to determine financial need. (Note: A social security number is required to complete the FAFSA.) *U.S. Higher Education Glossary,* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Full-Time Student** – 12 or more credit hours taken during the fall or spring semesters. *RLNC Catalog.*

**General Education Courses** – A program of education (as in some liberal-arts colleges and secondary schools) intended to develop students as personalities rather than trained specialists and to transmit a common cultural heritage. *Merriam-Webster Dictionary.* <http://www.merriam-webster.com/dictionary/general%20education>

**Grade Forgiveness** – The Grade Forgiveness Policy is for students who have experienced previous academic difficulty at Red Lake Nation College and now wish to build an academic record that is not weakened by past failures. This policy is not intended to enable you to stay in school if you have chronically poor academic performance or to raise false expectations if you are not making progress toward your degree. See catalog for specific guidelines. *RLNC Catalogs.*

**Grade Point Average (GPA)** – The grade point average is computed by dividing the number of grade points earned by the number of semester credits attempted for which grades of A, B, C, D, or F were given. *RLNC Catalog.*

**Hard on Problems, Soft on People** – A philosophy of dealing with problems. The key part of this philosophy is to treat all people with respect, professionalism, and kindness. This includes following our Seven Ojibwe Values of: humility, truth, courage, honesty, respect, love, and wisdom.

**Holistic Rubrics** – Single criteria rubrics (one-dimensional) used to assess participants' overall achievement on an activity or item based on predefined achievement levels. Performance descriptions are written in paragraphs and usually in full sentences. [http://www.queensu.ca/teachingandlearning/modules/assessments/35\\_s4\\_05\\_types\\_of\\_rubrics.html](http://www.queensu.ca/teachingandlearning/modules/assessments/35_s4_05_types_of_rubrics.html)

**Hybrid Course** – See *Blended Learning.*

**ILLiad** – ILLiad is the electronic system you use to request an item through Interlibrary Loan. ILLiad is an acronym for InterLibrary Loan internet accessible database. <https://libanswers.wustl.edu/faq/5360>

**Incident Report** – A report filed to document an unusual incident or occurrence. Incident reports often involve police contact, medical emergencies, behavioral incidents, or events involving a physical structure.

**Inclement Weather** – Extreme weather conditions, unsafe highway conditions, or other circumstances that would threaten the health and safety of college students and faculty. The president or designee will determine campus-wide cancellation of classes. *RLNC Catalog.*

**Inclusion** – The goal of treating everyone equitably and contributing fully to an institution’s mission. This term describes the ongoing engagement with diversity, whereby individual differences are engaged to achieve excellence in the classroom. *The Glossary of Higher Ed.*

<https://tophat.com/?s=inclusion>

**Incomplete** – Incomplete grades are discouraged; however, an instructor may assign a grade of “I” (incomplete) if the instructor believes that the student has been unable to complete course assignments and/or exams on time because of unavoidable circumstances, occurring after the official withdraw date. See catalog for specific eligibility information and instructions. *RLNC Catalog.*

**Indirect Assessment** – Indirect methods such as surveys and interviews ask students to reflect on their learning rather than to demonstrate it. James Madison University’s online Dictionary of Student Outcome Assessment. <http://people.jmu.edu/yangsx/>

**Integrative Learning** – An understanding and a disposition that a student builds across the curriculum and co-curriculum, from making simple connections among ideas and experiences to synthesizing and transferring learning to new, complex situations within and beyond the campus.

*Integrative Learning VALUE Rubric. AAC&U.*

**Intrusive Advising** – The practice of proactively identifying potential issues or obstacles of each student and working with them to address these concerns before they can have a negative impact of the student’s academic performance. Students work with advisors through the admissions process to identify these concerns and build relationships.

**KISSFLOW** - A digital workplace platform used by RLNC to submit and track purchase orders, timesheets, travel authorizations, etc. It improves the access and efficiency of workflow processes.

**Knowledge Mobilization** – See *Data-Informed Campus.*

**Lab Courses** – College laboratory classes may or may not differ from high school Advanced Placement class labs, depending on the school you attend. Community college labs are likely more similar to high school class labs than lab classes at large universities. Not all science classes have labs; some are just lecture courses. Usually lab classes are scheduled at a separate time from the lecture period. During lab courses, students get a hands-on experience of the subject being taught during the lecture. College labs are most often attached to science courses but are also sometimes attached to computer or language courses.

<https://www.campusexplorer.com/college-advice-tips/98AEE332/What-Are-College-Labs-Like/>

**Land Grant Institution** – In 1994, the US Congress authorized the formation of the 1994 Land Grant Colleges. These colleges are also known as tribal colleges. They became part of the Land Grant system of higher-education institutions, which were first authorized in the Morrill Act of 1862 (P.L. 37–108). These institutions primarily serve Native American populations and incorporate culturally relevant curriculum.

<https://reader.elsevier.com/reader/sd/pii/S0190052815001376?token=BDEB195250215C0C3A9E8C11097EAB17E241EE159BFC23AA6266DF29B987C74EC1267A39CB0B85A65F0D05B874D50553>

**Learning Objectives** – Refers to the specific knowledge, skills, or attitudes that students are expected to achieve through their college experience; expected or intended student outcomes. *James Madison University's online Dictionary of Student Outcome Assessment.*, <http://people.jmu.edu/yangsx/>

**Learning Outcomes** – Refers to the specific knowledge, skills, or developmental attributes that students actually develop through their college experience; assessment results. *James Madison University's online Dictionary of Student Outcome Assessment.* <http://people.jmu.edu/yangsx/>

**Liberal Education** – Liberal Education is an approach to learning that empowers individuals and prepares them to deal with complexity, diversity, and change. It provides students with broad knowledge of the wider world (e.g. science, culture, and society) as well as in-depth study in a specific area of interest. A liberal education helps students develop a sense of social responsibility, as well as strong and transferable intellectual and practical skills such as communication, analytical and problem-solving skills, and a demonstrated ability to apply knowledge and skills in real-world settings. *AAC&U.* <https://www.aacu.org/leap/what-is-a-liberal-education>

**Logic Model** – Decision-making process that depicts the relationship between the activities and intended outcomes. The Work Plan, or Annual Performance Schema, is one example.

**Matriculation** – To enroll in a program of study at a college or university, with the intention of earning a degree. *U.S. Higher Education Glossary.* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Memorandums of Understanding** – See *Articulation Agreements*.

**MN Indian Scholarship** – Minnesota Indian Scholarship Program provides post-secondary financial assistance to eligible Minnesota resident students who are of one-fourth or more Indian ancestry and demonstrate financial need for an award. *MN Office of Higher Education.* <http://www.ohe.state.mn.us/mPg.cfm?pageID=149>

**MN State Grant** – State Grants help students from low- and moderate-income families pay for educational expenses at eligible Minnesota colleges or universities. *MN Office of Higher Education.* <http://www.ohe.state.mn.us/mPg.cfm?pageID=138>

**Net Price Calculator** – An online tool that allows students and families to calculate a personalized estimate of the cost of a specific college or university, after taking into account any scholarships or need-based financial aid that an applicant would receive. By Oct. 29, 2011, each higher education institution in the United States is required by law to post a net price calculator on its respective website. *U.S. Higher Education Glossary.* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Open Admissions** – Red Lake Nation College has an open admissions policy. Any applicant who has earned a high school diploma or GED prior to admission may be admitted as a regular student. *RLNC Catalog.*

**Pace of Completion (aka Pace of Progression)** – Students are expected to complete their degree/diploma/certificate within an acceptable period of time. They are not eligible for financial aid beyond 150% of the required credits needed to complete each individual program. For example, if 60 hours is required to complete your AA degree you may have eligibility for up to 90 hour, or 150%. Financial aid recipients pursuing more than one program/major or who have changed their program/major may be required to appeal to continue receiving financial aid because of the maximum timeframe restriction. *RLNC Catalog.*

**Part-Time Student** – Less than 12 or more credit hours taken during the fall or spring semesters. *RLNC Catalog.*

**Pedagogy** – The art, science, or profession of teaching. *Merriam-Webster Dictionary.*  
<http://www.merriam-webster.com/dictionary/pedagogy>

**Performance-based** – Assessment technique involving the gathering of data through systematic observation of a behavior or process and evaluating that data based on a clearly articulated set of performance criteria to serve as the basis for evaluative judgments. *James Madison University's online Dictionary of Student Outcome Assessment.* <http://people.jmu.edu/yangsx/>

**Philosophy of Education** – Behind every school and every teacher is a set of related beliefs – a philosophy of education – that influences what and how students are taught. A philosophy of education represents answers to questions about the purpose of schooling, a teacher's role, and what should be taught and by what methods. *Teachers, Schools and Society.*  
[http://highered.mheducation.com/sites/0072877723/student\\_view0/chapter9/index.html](http://highered.mheducation.com/sites/0072877723/student_view0/chapter9/index.html)

**Place-Based Learning (aka Community-Based Learning)** – Place-based, or community-based, learning refers to a wide variety of instructional methods and programs that educators use to connect what is being taught in schools to their surrounding communities, including local institutions, history, literature, cultural heritage, and natural environments. Community-based learning is also motivated by the belief that all communities have intrinsic educational assets and resources that educators can use to enhance learning experiences for students. *The Glossary of Education Reform.* <https://www.edglossary.org/community-based-learning/>

**Plagiarism** – The use of another person's words or ideas as your own, without acknowledging that person. Schools have different policies and punishments for students caught plagiarizing, which tends to occur with research papers and other written assignments. *U.S. Higher Education Glossary,* <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Policy** – Policies are instructions on matters of governance that the Board of Regents deems important to the system and operations of the College, in accordance with governing law. *RLNC Administrative Manual.*

**Portfolios** – A compilation of student work assembled for the purpose of (1) evaluating coursework quality and academic achievement, (2) creating a lasting archive of academic work

products, and (3) determining whether students have met learning standards or academic requirements for courses, grade-level promotion, and graduation. *The Glossary of Education Reform*. <http://edglossary.org>

**Prerequisite** – A required course that must be completed before a student is allowed to enroll in a more advanced one. *U.S. Higher Education Glossary*. <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Procedure** – Procedures are strategies or courses of action that meet the criteria of established policy. Procedures may be approved by the College President. *RLNC Administrative Manual*.

**Program Assessment** – An ongoing process designed to monitor and improve student learning. Faculty develop explicit statements of what students should learn, verify that the program is designed to foster this learning, collect empirical data that indicate student attainment, and use this data to improve student learning. *Allen, M., Assessing Academic Programs in Higher Education*.

**Postsecondary Enrollment Option (PSEO)** – The Postsecondary Enrollment Option (PSEO) makes students who rank in the upper 25% of their graduating class eligible to enroll in 100 level courses to meet their high school graduation requirement. The PSEO program covers the cost of tuition, fees, and books. *RLNC Catalog*.

**References** – The act of mentioning something in speech or writing: the act of referring to something or someone. *Merriam-Webster Dictionary*. <http://www.merriam-webster.com/dictionary/reference>

**Remedial Course** – *See Developmental Course*.

**Return to Title IV** – Financial Aid recipients who withdraw from all courses prior to 60% of the term being completed (including courses with a grade of “F” for non-attendance) are subject to the federal rules for Return to Title IV Funds for any federal aid not earned. MN State aid also requires a return calculation in these instances. *RLNC Catalog*.

**Rigor** – Instruction, schoolwork, learning experiences, and educational expectations that are academically, intellectually, and personally challenging. Rigorous learning experiences, for example, help students understand knowledge and concepts that are complex, ambiguous, or contentious, and they help students acquire skills that can be applied in a variety of educational, career, and civic contexts throughout their lives. *The Glossary of Education Reform*. <http://edglossary.org>

**Rubric** – A scoring tool that lists the criteria for a piece of work, or “what counts” (for example, purpose, organization, and mechanics are often what count in a piece of writing); it also articulates gradations of quality for each criterion, from excellent to poor. *James Madison University’s online Dictionary of Student Outcome Assessment*. <http://people.jmu.edu/yangsx/>

**Satisfactory Academic Progress (SAP)** – RLNC requires that students make Satisfactory Academic Progress (SAP) in order to remain in good standing and continue their enrollment to their graduation. SAP is determined by evaluation of cumulative GPA, pace of progression, and a maximum time frame to complete their degree/certificate program. *RLNC Catalog*.

**Scaffolding** – A variety of instructional techniques used to move students progressively toward stronger understanding and, ultimately, greater independence in the learning process. The term itself offers the relevant descriptive metaphor: teachers provide successive levels of temporary support that help students reach higher levels of comprehension and skill acquisition that they would not be able to achieve without assistance. *The Glossary of Education Reform*. <http://edglossary.org>

**Self-Assessment** – Analyzing and making decisions about one’s own performance or abilities. *Asmus, E., Music Assessment Glossary*. <http://www.music.miami.edu/assessment/glossary.html>

**Service Learning** – Service learning is a teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen communities. *Fayetteville State University*. <http://www.uncfsu.edu/civic-engagement/service-learning/definition-of-service-learning>

**Student Success Plan** – Students who are on Academic Warning or returning from Academic Suspension are required to complete a student success plan in the Student Services Office. This plan incorporates the students’ suggestions to ensure their academic success as well as required participation in individualized support services.

**Syllabus** – A syllabus is an outline of everything that will be covered in a class. [www.vocabulary.com](http://www.vocabulary.com)

**Transcript** – An official record of a student’s coursework and grades at a high school, college, or university. A high school transcript is usually one of the required components of the college application process. *U.S. Higher Education Glossary*. <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Tribal Sovereignty** – Tribal sovereignty refers to tribes’ right to govern themselves, define their own membership, manage tribal property, and regulate tribal business and domestic relations; it further recognizes the existence of a government-to-government relationship between such tribes and the federal government. [www.civilrights.org](http://www.civilrights.org)

**Tuition** – An amount of money charged by a school per term, per course, or per credit, in exchange for instruction and training. Tuition generally does not include the cost of textbooks, room and board, and other fees. *U.S. Higher Education Glossary*. <http://www.usnews.com/education/best-colleges/articles/2011/08/15/us-higher-education-glossary>

**Undergraduate Student** – The definition of an undergraduate is a university or college student who has not completed a degree. [www.yourdictionary.com](http://www.yourdictionary.com)

**Unexcused Absence** – Absences which are not “approved” or “excused” shall be considered unexcused. Oversleeping or other avoidable absences are not excused. Faculty members determine their own absence policies. *RLNC Catalog*.

**Violence Against Women Act (VAWA) Reauthorization 2013** – On March 7, 2013, President Obama signed into law the Violence Against Women Reauthorization Act of 2013, or “VAWA 2013.” VAWA 2013 recognizes tribes’ inherent power to exercise “special domestic violence criminal jurisdiction” (SDVCJ) over certain defendants, regardless of their

Indian or non-Indian status, who commit acts of domestic violence or dating violence or violate certain protection orders in Indian country. *The United States Department of Justice.*  
<http://www.justice.gov/tribal/violence-against-women-act-vawa-reauthorization-2013-0>

**Verification** – The U.S. Department of Education or Red Lake Nation College may select a financial aid application (FAFSA) for verification (34 CFR 668.51-61). This would require the college to obtain additional documentation in order to verify the accuracy of the information that the student and/or the parent gave on the Free Application for Federal Aid (FAFSA) prior to the disbursement of any financial aid funds. In most cases, the student and/or parent will be required to complete the IRS Data Retrieval Tool on the FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) that will populate the income fields on the FAFSA directly from the IRS data. Another option is for the student and/or parent to request an IRS Tax Return Transcript directly from the IRS at [www.irs.gov](http://www.irs.gov). A photocopy of a student and/or parent’s tax return is not sufficient for verification. Verification may also require documentation of non-taxable income, information on household size, the number of people in the household in college, etc. The Financial Aid Office will notify students of the specific forms, worksheets and documentation that will be required in order to complete verification. *RLNC Catalog.*

**Wait-Listing** – A course wait-list is a list of students who wish to register for a course or course section that has reached its authorized capacity. Course wait-lists are generated and maintained by the Office of the RLNC Registrar for one week after the start of the semester. *RLNC Catalog.*

**Withdraw** - Should extenuating circumstances arise, a student may officially withdraw from a course(s) after the “Last Day to Add/Drop.” All withdrawals must be officially made through the RLNC Registrar’s Office. Students are strongly encouraged to meet with their Academic Advisor before withdrawing from courses, as this affects student financial aid and academic progress. All courses from which a student has Officially Withdrawn will reflect a grade of “W” on the student’s academic transcript. The student remains responsible, however, for paying the tuition and fees for the course(s) from which they have withdrawn. *RLNC Catalog.*

**Work Study** - Students who have unmet financial need may work for a limited number of hours in a work study position.

**Zero-based budgeting** - A budget strategy that requires programs and activities to rationalize their use of resources based on accomplishments.