

ACPA / NASPA Professional Competencies
Longwood University Student Affairs Individual Self-Assessment:
Law, Policy, and Governance

The **Law, Policy, and Governance** competency area includes the knowledge, skills, and attitudes relating to policy development processes used in various contexts, the application of legal constructs, and the understanding of governance structures and their impact on one's professional practice. *On the left*, please rate your skill, ability, and knowledge regarding the outcomes. *On the right*, please indicate how important each outcome is to your current work.

Inadequate	Adequate	Good	Excellent		Not Important	Somewhat Important	Very Important	Essential
1	2	3	4	Explain the differences between public and private higher education with respect to the legal system and what they may mean for students, faculty, and staff at both types of institutions.	1	2	3	4
1	2	3	4	Describe the evolving legal theories that define the student-institution relationship and how they affect professional practice.	1	2	3	4
1	2	3	4	Describe how national constitutions and laws influence the rights that students, faculty, and staff have on public and private college campuses.	1	2	3	4
1	2	3	4	Explain the concepts of risk management and liability reduction strategies.	1	2	3	4
1	2	3	4	Explain when to consult with one's immediate supervisor and campus legal counsel about those matters that may have legal ramifications.	1	2	3	4
1	2	3	4	Act in accordance with federal and state/province laws and institutional policies regarding non-discrimination.	1	2	3	4
1	2	3	4	Describe how policy is developed in one's department and institution, as well as the local, state/province and federal levels of government.	1	2	3	4
1	2	3	4	Identify the major policy makers who influence one's professional practice at the institutional, local, state/province and federal levels of government.	1	2	3	4
1	2	3	4	Identify the internal and external special interest groups that influence policy makers at the department, institutional, local, state/province, and federal levels.	1	2	3	4
1	2	3	4	Describe the public debates surrounding the major policy issues in higher education, including access, affordability, accountability, and quality.	1	2	3	4
1	2	3	4	Describe the governance systems at one's institution, including the governance structures for faculty, staff and students.	1	2	3	4
1	2	3	4	Describe the system used to govern or coordinate one's state/province system of higher education, including community college, for-profit, and private higher education.	1	2	3	4
1	2	3	4	Describe the federal and state/province role in higher education.	1	2	3	4

1	2	3	4	Explain the legal theories connected with torts and negligence and how they affect professional practice.	1	2	3	4
1	2	3	4	Explain the legal theories connected with contract law and how they affect professional practice.	1	2	3	4
1	2	3	4	Incorporate best practices of the profession when managing institutional and personal tort liability.	1	2	3	4
1	2	3	4	Identify emerging trends in the law and understand how they affect current case precedent.	1	2	3	4
1	2	3	4	Appropriately consult with students or represent the student voice in departmental, divisional and institutional policy development efforts.	1	2	3	4
1	2	3	4	Use data appropriately to guide the analysis and creation of policy.	1	2	3	4
1	2	3	4	Implement policies developed by one's department and institution, as well as the local, state/province and federal levels of government.	1	2	3	4
1	2	3	4	Implement best practices of the profession to advance one's institution with respect to access, affordability, accountability, and quality.	1	2	3	4
1	2	3	4	Explain the operating parameters established by the internal governance system of one's institution as it relates to one's professional practice.	1	2	3	4
1	2	3	4	Explain the parameters established by the external governing bodies to which one's institution reports as it relates to one's professional practice.	1	2	3	4
1	2	3	4	Develop institutional policies and practices that are consistent with federal and state/province law.	1	2	3	4
1	2	3	4	Develop institutional policies and practices that effectively manage institutional and personal tort liability.	1	2	3	4
1	2	3	4	Develop institutional policies and practices that are consistent with contract law.	1	2	3	4
1	2	3	4	Develop institutional policies and practices consistent with civil rights, desegregation, and affirmative action law.	1	2	3	4
1	2	3	4	Develop institutional policies and practices consistent with emerging trends in higher education law.	1	2	3	4
1	2	3	4	Develop policies in one's department and institution, and influence policy making at the local, state/province and federal levels of government when appropriate.	1	2	3	4
1	2	3	4	Ensure departmental programs and facilities are compliant with any applicable environmental policies or mandates from governing bodies.	1	2	3	4
1	2	3	4	Participate effectively in the governance system of one's institution when appropriate.	1	2	3	4
1	2	3	4	Provide appropriate and ethical influence with the governing bodies to which one's institution reports.	1	2	3	4
				«««Calculate Sub-Totals for each column»»»				

Sub-Total for columns on left ____ ÷ 32 = ____ (Average for Skill, Ability & Knowledge)

Sub-Total for columns on right ____ ÷ 32 = ____ (Average for Importance)

Competencies considered to be areas of strength:

Competencies most needing improvement:

Plan for Improvement:

*The language for each outcome was taken from the 2010 ACPA/NASPA Professional Competencies Areas for Student Affairs Practitioners and the Individual Self-Assessments were adapted for use by the Student Affairs Division at Longwood University in 2010.