

A photograph of a classroom. A female teacher with short blonde hair and glasses, wearing a striped shirt, is leaning over a desk and talking to a young woman with curly hair. The young woman is also wearing a striped shirt and is giving a thumbs-up. In the foreground, a young man in a plaid shirt is looking down at a book. Other students are visible in the background, sitting at desks.

GUIDEBOOK

5 Things institutions should consider in a compliance solution





Despite the sea change in the way we work, compliance remains a mainstay. Thankfully, technology has made it easier for higher education institutions to ensure their regulatory compliance, even in a rapidly changing environment. With the right learning management solutions in place, you can automatically track and manage compliance training programs and efficiently deliver data to regulatory bodies whenever needed.

Investing in a compliance solution does more than simply keep institutions out of regulatory trouble; it also helps budgets go further. A recent cost analysis estimated that colleges and universities can save millions every year simply by automating compliance-related activities.¹ With some universities spending up to 11% of their total budgets on compliance alone, any cost-savings opportunities should be welcomed with open arms.²

While the benefits that compliance solutions bring to higher education are clear, it's important to note that not all solutions are created equal. Assessing all of the options available to you in a thorough, yet objective way is critical before making a final decision.

5 characteristics of a winning compliance solution



1

Look for a solution with highly automated reporting capabilities



2

Make sure you have course management and versioning capabilities



3

Stay focused on high-quality and multi-modal content



4

You must be able to customize the compliance solution



5

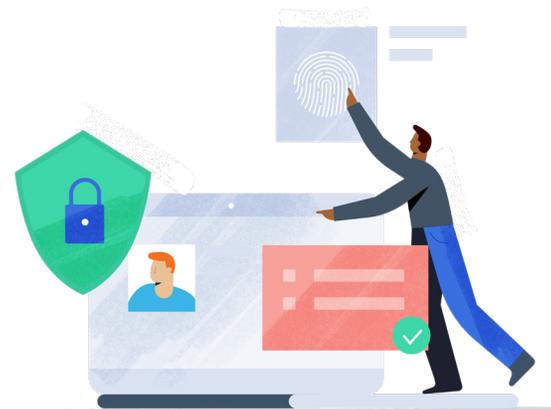
Find a solution to help you manage changing data regulations



Look for a solution with highly automated reporting capabilities

When the time comes to report on your compliance efforts, you must be able to deliver data to the appropriate regulatory bodies easily, efficiently, and consistently. Most compliance solutions already facilitate this process by allowing administrators to manage compliance-related information for easy tracking and access by all relevant parties. However, some solutions simply do this better than others.

For instance, when creating compliance reports, some tools require users to enter data manually. This can introduce a lot of risk caused by human error and an increased potential for data manipulation. As a rule of thumb, less human involvement is always better for tracking and reporting compliance data. A tool that can automatically log every completed course, training, or re-certification into an internal system is the preferred, low-risk option. This ensures the data is consistently up-to-date, accurate, and audit-ready—all with a higher degree of confidence.





Make sure you have course management and versioning capabilities

Regulations are constantly changing. This makes keeping your compliance measures up-to-date even more challenging. That's why it's important to have a compliance solution equipped with advanced course management and versioning capabilities. This makes it quicker and easier for administrators to create, modify, disseminate, and track different versions of training courses whenever regulatory changes happen.

For instance, let's say your administrators are tracking course completion rates for faculty and staff, in an effort to demonstrate compliance with Title IX regulations administered by the Department of Education.³ Unfortunately, every time regulatory changes take place, you will be required to update your training materials. A robust learning management solution allows you to do this quickly while also making it virtually turn-key to share these new materials in a more uniform way. Plus, with the right versioning capabilities, you can also keep track of who in your team has completed updated training modules versus those who still need to do so.

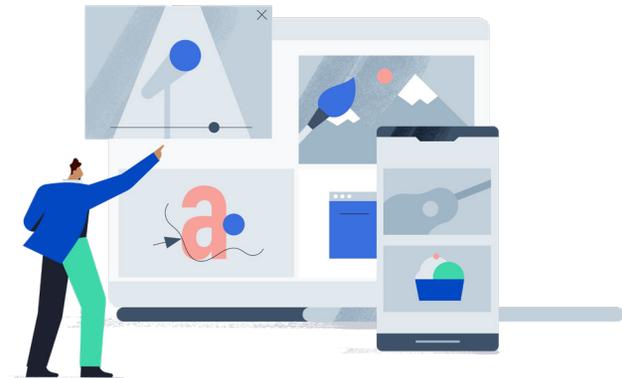




Stay focused on high-quality and multi-modal content

Compliance must be regularly administered to remain top-of-mind at all times. And for it to be truly effective, the course content must be engaging. If learning content is dry, outdated, or presented poorly, employees will absorb very little and, more likely than not, see the training as nothing more than something to check off a to-do list. In fact, it has been found that one out of every three employees sees uninspiring content as a barrier to learning.⁴ When training courses are relevant, engaging, offered in a variety of modalities, and aligned with an institution's objectives, employees are more likely to consume and get value out of them.⁵

To help make your compliance training more enjoyable, be sure to go with a solution offering high-quality content as well as the ability to distribute it to users via the technologies and platforms they actually use. As a starting point, find one that allows some level of **course customization** to ensure that all content is aligned with your objectives and values. Additionally, look for a tool that offers a wide range of content formats: instructor-led training (ILT), **virtual instructor-led training (vILT)**, online microlearning courses, or video. This way, your teams can use whatever format best supports their learning needs.





You must be able to customize the compliance solution

Maintaining regulatory compliance is not just a matter of avoiding hefty fines; it's about maintaining your organization's reputation and building trust. Failing to do so can lead to a number of painful consequences: 62% and 59% of organizations, respectively, have seen a dip in employee productivity and operational efficiency while others blame it for having a negative impact on competitive differentiation (29%) and overall brand reputation (28%).⁶ It has also been attributed to a loss in funding, stripped accreditation, and legal action.

With the right technology, however, you can prevent the fallout of regulatory negligence. This is why you must invest in a solution that gives you a highly customizable way to manage your organization's specific compliance requirements.

Some compliance solutions, for example, produce regular reports checking an organization's compliance practices for mistakes in order to offer real-time advice for avoiding this in the future. These reports can also help boost reputation and stakeholder trust when shared with the media to drum up positive press around ongoing commitments to regulatory compliance.





Find a solution to help you manage changing data regulations

Changes in regulations can have far-reaching impacts on organizations, notably on the systems used for collecting and storing data. By using learner data to gain insights around relevant behaviors and trends, colleges and universities can improve faculty and staff experiences and refine strategies for engaging and retaining their highest performers.⁷ However, institutions must comply with regulations such as California's CCPA and the European Union's GDPR when collecting this data, which includes obtaining consent for all actions taken using this data.

With this in mind, look for a tool that can help you to plan, develop, and maintain compliance in the face of new regulations, especially those involving data privacy.⁸ The best solutions offer strategic consulting, data audits, and compliance action plans tailored to evolving regulations, to ensure you are always well-positioned to navigate these changes smoothly in the future.



Maintaining compliance doesn't have to be another box to check. The right solution can and will simplify whatever regulatory challenges your institution may face, essentially making compliance second nature. It can even help amplify your organizational culture by consistently demonstrating your ongoing commitment to doing the right thing for your employees, stakeholders and communities publicly.

Reach out to us to learn how Cornerstone can help your institution maintain compliance.

let's talk





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