

MSCHE Self Study Steering Committee Meeting 9/10/17

- Meeting Agenda
 - See email about Sean McKittrick's Visit from Jean
 - Attendees
 - All members of Steering Committee were present
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- Documentation Roadmap
 - Institutional initiatives (strategic plan) should match with the Standards
 - Those that do not match go into the documentation roadmap
 - Index and roadmap are not the same
 - Roadmap gives the opportunity to include things not included in the self-study
 - The roadmap also gives the opportunity to demonstrate compliance
 - Assessment should be ongoing, not just for the purpose of completing the self-study and evidence should be provided
 - Final criteria of each standard is the assessment of that standard
 - Not always easy
 - Focused and relevant documentation is necessary
 - It is okay to think big and refine ideas as time progresses
 - **Periodic, Systematic and Sustained**
 - Self-Study Design Feedback
 - Timeline for reaccreditation has been reduced from 10 years to 8 years
 - PRR will no longer be required every 5 years
 - Schools must provide an annual update
 - Self study design has been approved

- A draft of the self-study must be complete before the chair visits the campus for a preliminary visit
- Drafts can be rejected
- Chair will make recommendations on the draft and then the draft will have to be completed, taking those recommendations into account
- The final self-study has to be approved and signed off on by the Board and the President
- Strengths
 - Approach to research questions
 - Intended outcomes
 - Structure of the steering committee
 - Diverse group on steering committee and in working groups
- Suggestions
 - Apply key elements of mission statement to standards
 - Be explicit about linking research questions to strategic plan
 - Parenthetical statement next to research questions indicating what part of the strategic plan or mission it is relevant to
 - Focus on student achievement
 - Use NYSED reports to fulfill compliance requirement
 - Use words that are less subjective – honest, open – as they may not carry the same definition from person to person