



**Middle States 2010
Working Groups**

University Days
January 7, 2009

1/07/09 Middle States 2010 Working Groups 1

Purpose

- Thank you
- Ramp up
- Clarify expectations
- Introduce resources
- Answer questions

1/07/09 Middle States 2010 Working Groups 2

Outline

- Overview
- Expectations
- Resources
- Questions

1/07/09 Middle States 2010 Working Groups 3

OVERVIEW

1/07/09 Middle States 2010 Working Groups 4

Process

- University
 - Studies itself in light of Middle States Standards
 - Prepare report and recommendations
- Middle States visiting team
 - Reviews our report and visits campus
 - Prepares report and recommendations
- Middle States Commission acts
 - Follow-up steps
 - Accreditation

1/07/09 Middle States 2010 Working Groups 5

Goals

- Provide basis for next Strategic Plan
 - Address critical issues in enrollment management
- Identify benchmarks & performance standards
 - Identify peer schools
- Strengthen assessment of educational programs, especially general education
- Document compliance with Standards and receive reaffirmation of accreditation

1/07/09 Middle States 2010 Working Groups 6

Working Groups

Standards	Group	Chair	Liaison
1, 6	Mission, Goals, Integrity	Yvette Ingram	Erin Lang
2, 3	Planning & Resources	Bill Lloyd	Kenny Hall
4, 5	Leadership & Governance	Marcia Kurzynski	Cathi Dunkle
8, 9	Students	Stephen Lee	Lyn Reitz
10	Faculty	Chris Offut	SueAnn Schatz
11, 13	Educational Programs	Jackie Whiting	Rick Schulze
12	General Education	Janet Irons	Rob Franz
7, 14	Assessment	Beth McMahon	Jim Meek
	Clearfield coordinating		Joe Newhouse

1/07/09 Middle States 2010 Working Groups 7

Timeline

2007-08	Attend Self-Study Institute, form Steering Committee
August 2008	Design for self-study
September 2008	Form working groups
Early Fall 2008	Campus visit from Middle States staff liaison
Fall 2008	Working groups gather and review data
Spring 2009	Working groups draft chapters
Summer 2009	Co-chairs edit/revise chapters into report
Fall 2009	Campus reviews draft report, team chair visits campus
Late Fall 2009	Steering Committee finalizes report
Spring 2010	Team visits campus and completes report, LHU responds
Fall 2010	Middle States Commission takes final action

1/07/09 Middle States 2010 Working Groups 8

EXPECTATIONS

1/07/09 Middle States 2010 Working Groups 9

Working Group Timeline

Now	Data scan and rough outline
2/15	Rough draft (major gaps OK)
4/15	Final Working Group draft

1/07/09 Middle States 2010 Working Groups 10

- ### Good Chapters
- Concise
 - Data-based
 - Analytical
 - Candid
 - Advocacy
 - Recommendations (and suggestions)
- 1/07/09 Middle States 2010 Working Groups 11

- ### Key Issues
- Analysis
 - How well . . . ? How effective . . . ?
 - What has been the impact . . . ?
 - Evidence
 - What evidence demonstrates . . . ?
 - Action
 - What has been done . . . ?
 - Improvement
 - What should be done . . . ?
- 1/07/09 Middle States 2010 Working Groups 12

Not Responsible to

- Create data that doesn't exist
- Make things look good that aren't
- Fix everything that needs attention

1/07/09 Middle States 2010 Working Groups 13

Preparing to Write

- **Clarify** task, especially in light of
 - Research questions ([Self-Study Design](#))
 - [Characteristics of Excellence](#)
- **Assign** responsibilities (individuals and/or subcommittees)
- **Outline** report (major sections, sub-sections)

1/07/09 Middle States 2010 Working Groups 14

Beginning to Write

For each section (or subsection)

- Write a **thesis** statement (of the form)
"LHU is doing a good job of . . ."
- Ask, "how can I **best support** this thesis?"
- List the **evidence** that best supports thesis
- Write an **analytical summary** of the evidence

1/07/09 Middle States 2010 Working Groups 15

Keep the Audience in Mind

Audience	Goal
University	Identify key strengths and areas of concern
Visiting Team	See clearly how LHU meets Standards for Accreditation

1/07/09 Middle States 2010 Working Groups 16

As You Write

- Identify data **sources** (footnotes, hyperlinks)
- Note **deficiencies** (in data or performance)
- Offer
 - **Recommendations** (that LHU must do)
 - Suggestions (that LHU should consider)
- **Conclude** by reprising thesis
 - "Despite these challenges, the evidence indicates that LHU is doing and will continue to do . . ."

1/07/09 Middle States 2010 Working Groups 17

After You Write, Review

Have you:

- Clearly addressed the **Standards**?
- Clearly addressed the **Fundamental Elements** (from [Characteristics of Excellence](#))?
- Minimized description & maximized **analysis**?
- Identified **evidence** that supports each claim?
- Proposed a few **key recommendations**?
- Presented a **compelling case**?

1/07/09 Middle States 2010 Working Groups 18

Documentation

- Report should identify data sources (footnotes, hyperlinks)
- We will collect these
 - Online if possible
 - Hard copies (if necessary) in resource room
- Need your help

1/07/09

Middle States 2010 Working Groups

19

RESOURCES

1/07/09

Middle States 2010 Working Groups

20

Surveys and Focus Groups

- Look first for existing data
 - Need objective data (not just satisfaction)
 - Need ongoing processes, not one-shot surveys
- If need additional information
 - We will coordinate surveys & focus groups (students, faculty, staff)
 - Propose questions, audience & method to Cathi Dunkle by February 1
 - Data to you by March 1

1/07/09

Middle States 2010 Working Groups

21

Online Resources

- [eCollege](#) (“course” = MS 2010)
 - Discussion
 - Document sharing
- Google docs
 - Group editing of report
- Self-study web site
www.lhup.edu/MS2010/index.htm

1/07/09

Middle States 2010 Working Groups

22

Working Group Timeline

Now	Data scan and rough outline
2/15	Rough draft (major gaps OK)
4/15	Final Working Group draft

1/07/09

Middle States 2010 Working Groups

23

Other Questions or Comments?

1/07/09

Middle States 2010 Working Groups

24