

Middle States Compliance Timeline

As of: March 6, 2013

The following is the timeline by which the College will achieve compliance with Middle States Standard 7 (Institutional Assessment), Standard 12 (General Education) and Standard 14 (Assessment of Student Learning) and for preparing the Monitoring Report, which is due to Middle States by Sept. 1, 2013.

Date	Activity
January 2013 and ongoing	Educate College community
Jan. 18, 2013	Perform initial gap analysis to determine gaps between current status and systems, processes and evidence needed for compliance (with ongoing status reports as gaps close)
Jan. 31, 2013	Complete office of institutional effectiveness restructuring
Jan. 31, 2013	Engage consultants
Jan. 31, 2013	Acquire license for software-based assessment management system
February 2013	Form task force to revise administrative procedures (APs) on assessment (AP116, 765)
February 2013	Design and implement software-based assessment management system – Standard 14
March 2013	Complete revision of APs on assessment (AP116, 765) by task force
May 31, 2013	Gather evidence for Monitoring Report
End of spring term 2013	Design and implement software-based assessment management system – Standards 7 and 12
End of spring term 2013	Approve revised APs on assessment (AP116, 765) by governance
June 30, 2013	Draft Monitoring Report
July 31, 2013	Complete review of and revisions for Monitoring Report
Aug. 15, 2013	Produce final Monitoring Report
Depends on gap analysis (initial gap analysis due Jan. 18, 2013)	Achieve Standard 14 compliance (in progress), assessment of student learning
Depends on gap analysis (initial gap analysis due Jan. 18, 2013)	Achieve Standard 12 compliance, which includes establishing assessment cycle and multi-year plan for assessment of general education (requires assessment software)
Depends on gap analysis (initial gap analysis due Jan. 18, 2013)	Achieve Standard 7 compliance, institutional effectiveness