MSCHE Self-Study Steering Committee Meeting

March 15, 2021
Agenda

I. Recommendations in Preparing Final Drafts
II. Evidence
III. Next Steps
IV. Group Updates (Chairs/Cochairs)
V. Questions/Comments/Concerns
When Preparing Final Drafts

Each chapter should have:

• Introduction that summarizes the chapter and links to the strategic planning process

• Body text identifying applicable standards and clearly citing evidence

• Address all assigned standards and requirements of affiliation

• Recommendations should be grouped as either internal or for inclusion in final document (final document recommendations will be strictly limited)

Remove any issues identified during initial gap analysis
Stylistic Suggestions

• Address period from 2012 to present with emphasis on more recent years

• Provide sufficient context for outside readers

• Give more attention to larger programs and more important topics (e.g., we may be familiar with EOP and NJII but the Middle States reviewers will not be)

• Where appropriate, briefly address pandemic-related issues
  – Address the strength of NJIT’s pandemic recovery
Evidence

• Work with your Evidence Liaisons to ensure all evidence is properly identified
  – Specify the standard and criteria to which the evidence applies
  – If a long document, indicate which page(s) are relevant or provide an excerpt

• Ensure your evidence liaison has access to all the evidence files you collected, even ones you do not cite in your chapter

• Ensure that evidence is up-to-date/most recent (e.g., budgets, annual reports, enrollment data)

• Review evidence inventory to ensure comprehensiveness
Next Steps

- Final drafts of chapters due April 15
- Steering Committee Leadership Team will review to give chapters a single voice and address any duplicative material
- External editor will review during summer
- Full Self-Study available for community review in September/October
- Self-Study and evidence documents submitted to MSCHE in late fall
- Team visit in Spring 2022
Group Updates (Chairs/Co-chairs)

• Have you reviewed the feedback on your chapter?
• Do you have any questions about the feedback or how to move forward?
• Do you have sufficient evidence? Is it up to date?
Questions/Comments/Concerns

If you have any issues before the submission date, please don’t hesitate to contact us.