

MONTGOMERY COLLEGE  
Middle States Self-Study Co-Chairs

April 29, 2016

MEMORANDUM

To: The College Community

From: Dr. Eric Benjamin, Department Chair, Education and Psychology  
Dr. Melissa F. Gregory, Associate Senior Vice President for Student Affairs  
Prof. Tammy Peery, Professor of English and Reading

Subject: Middle States Self-Study Update

This Semester marked the start of our Middle States Commission on Higher Education (MSCHE) Accreditation Self-Study process. The Self-Study process takes place every ten years. The purpose is to demonstrate that Montgomery College is in compliance with the Commission's standards and requirements and to provide us with an opportunity to analyze our institutional processes through the lens of our mission so that we can continuously improve our service to students.

The first step in the process was to complete a Self-Study design: a document that highlights key areas of importance we will analyze as well as the process and organization we will use to complete our analysis and recommendations. In order to complete this task, the Steering Committee began assembling a documentation roadmap: a document that contains information about various College processes and links to where the information can be found. In addition, we conducted our first set of Middle States Listening Tours, a series of presentations at which information about the purpose and content of an accreditation Self-Study was shared, and the College community had the opportunity to provide input on areas of strength as well as areas of challenge that might be included in the report. Furthermore, committee members presented at a variety of governance council meetings, administrator meetings, and senior leadership team meetings. Drafts of the Self-Study design were also presented to these groups, as well as to Dr. Pollard and the Board of Trustees for review and input.

We are pleased to announce that the final Self-Study design document was formally approved by the Board of Trustees on Monday, April 18, and the document was forwarded to MSCHE for approval the following day.

Now begins the hard work of completing the research and analysis for our Self-Study. On May 3, Dr. Sean McKittrick, our MSCHE Vice President/liason will visit the College to provide feedback on our Self-Study design and to assess the readiness of the College to participate in the Self-Study process. Among the meetings at which he will present is a Board of Trustees conference meeting from 9:00 -9:45am in MK115, which is open to the public. There are

additional closed meetings with the Steering Committee, Workgroup members, and members of the Montgomery College governance system.

The Self-Study Steering Committee will continue to work over the summer to plan the completion of research and begin the drafting process. Additional Listening Tour sessions will provide an opportunity for the College community to share further input on each of the seven standards for the report, and will be offered throughout the Fall semester. We hope you will engage with our work groups and be a part of this effort to improve our institution and highlight our areas of excellence.

Information about Middle States Accreditation, the membership of the Steering Committee and Working Groups, and the approved Self-Study design can be found at Montgomery College's accreditation website: <https://cms.montgomerycollege.edu/EDU/Department.aspx?id=79403>. We'd like to take the opportunity to thank all of those who have made the time to participate in the process so far, and to especially thank the 100+ workgroup members and Steering Committee members drawn from across the College for the enthusiasm with which they've tackled this essential and exciting project.