

Middle States Review

MONTGOMERY COLLEGE 2018



Evaluation Team Chair Visits MC

Dr. Margaret McMenam, President of Union County College in New Jersey and our Evaluation Team Chair, visited the College on October 16. The theme for her visit was “verify, clarify, and amplify.” The purpose of the visit was to provide feedback on our Self-Study draft and to assess how prepared the College is for the visiting team, who will come to the College March 18 -- 21.

It was a fast-paced day. Dr. McMenam visited the three college campuses and the Central Services building, and she met with various college groups. She toured the visiting team’s accommodations and facilities for March with Dr. Michelle Scott, met with Dr. Pollard at the beginning and the closing of her visit, briefed the Self-Study co-chairs, and met with the Self-Study steering committee. She also met with a group of faculty, staff, and administrators, a group of students, the College’s senior leaders’ team, and the Board of Trustees. The Self-Study co-chairs attended every meeting except those with Dr. Pollard and the meeting with students - and we took many, many notes. Dr. McMenam asked each group three questions: How were you involved in the Self Study? Have you read the Self-Study, and do you think it is an accurate, balanced representation of the College? What do you hope to get out of the Self-Study?

Dr. McMenam received tours of each campus from the vice presidents/provosts and was very observant. Professor Peery (pictured above) was with her for all of the tours and noted that Dr. McMenam asked questions about the size of our campuses, the status of the facilities, the number of students, and the services to students.

We were pleased that the College appears to be ready for the Middle States visit, and we received useful, constructive criticism on how to make the draft Self-Study fully tell the College’s story. Dr. McMenam was impressed with the preparation of our faculty, staff, administrators, and the Board of Trustees. When someone mentioned the Middle States Listening Tours, Dr. McMenam asked when they were held. One participant said, “when **weren’t** they held?” Our students effectively expressed their appreciation of the benefits of attending Montgomery College. They also voiced some common themes about availability of services and activities in support of a true “One College” model.

After the visit, the Self-Study team began modifying the draft and quickly moving to the next steps in the process. The team visit is on the horizon and will be here quickly!

Final Self-Study Timeline

Date	Action
October 18-20	MSCHE Preliminary Team Chair Visit
October 20-November 6	Steering Committee Revision of Self-Study Draft
November 6 – December 4	Report final editing
December 4 – December 18	Co-Chairs review and Creative Services format Document
December 22	Final Document sent to the President and SALT for review
January 24	Final Self-Study Presented to Board of Trustees for acceptance
January 26	Final Report sent to MSCHE and to the Evaluation Team
February	Briefing Sessions for College Community
March 18-21	MSCHE Evaluation Team Visit

In addition to the visit from our evaluation team chair, the Self-Study team has been busy preparing for the final steps in the process.

On November 13, the College Board of Trustees accepted the Verification of Compliance with Accreditation-Relevant Federal Regulations report for submission to the Middle States Commission on Higher Education (MSCHE) by December 1. MSCHE is required to review the institution’s continued compliance with federal Title IV program responsibilities. The report will be reviewed by experts at MSCHE, and failure to comply with the areas of verification will result in follow-up and stop the Self-Study review process until satisfactory responses are provided to the Commission. Many thanks to Vicki Duggan, Chief Compliance, Risk, and Ethics Officer, and her work team for researching and finalizing this report.

Final editing on the Self-Study is almost complete, and Creative Services will then begin work formatting the document for publication. The document will be sent to the President and SALT on December 22 for final review and will be presented for acceptance by the Board of Trustees on January 24. The final report will be sent to MSCHE and the evaluation team on January 26.

In February, the Self-Study Chairs will hold briefing sessions at multiple campus locations to review the final report (which will be available on MyMC) and help the campus community prepare for the evaluation team visit. An announcement of times and locations will be in our January newsletter.



Preparing the College for the Site Visit

Our MSCHE Evaluation Team site visit is March 18 – 21, 2018. Team members will visit all three campuses and perhaps some of our off-campus locations. While we will know in advance some of the individuals and groups they want to meet with during the visit, the team can request additional meetings once they are here. You will hear more details about the visit in the spring. Dr. Michelle Scott, Deputy Chief of Staff and Strategy and our College MSCHE liaison, and Ms. Raquel Bunai are working on arrangements for the team visit.

What can you do to prepare for the visit?

- Encourage staff, faculty, students, and colleagues to attend the Middle States Briefing sessions in February 2018
- Be sure to have copies of the mission/vision in your area
- Ensure that faculty, staff, students and colleagues can articulate how their roles contribute to the mission/vision of the College
- Provide examples of how the work your areas are doing aligns with *Montgomery College 2020* as well as the Self-Study themes of social justice and innovation

[Contact Middle States Team](#)