

**Camden County College  
Middle States Self Study Visit Preparation  
Fall 2017 & Spring 2018**

**Visit Date: March 25, 2018 – March 28, 2018**

**Key Tasks**

- Share drafts of chapters and engage college community on Standards work
- Create Logistics Team to manage details for Preliminary Visit & Self Study Visits
- Build Appendices
- Build Documentation Roadmap
- Create electronic submission of Document, Appendices and Documentation Roadmap
- Finalize Verification of Compliance Evidence
- Create electronic submission of Verification of Compliance

Self-Study Update to College Community and Team Meeting Opening Day                      Wednesday, August 30, 2017

**September**

Standards	Draft to Self Study Team	Working Roundtable Meeting 10 am - 12; Madison 115	Standard Draft Feedback Due
<b>Standard I – Mission and Goals</b>	Monday, September 11, 2017	Friday, September 22, 2017	Wednesday, 9/27/17
<b>Standard II – Ethics and Integrity</b>	Monday, September 11, 2017	Friday, September 22, 2017	Wednesday, 9/27/17
<b>Standard IV –Support of the Student Learning Experience</b>	Monday, September 18, 2017	Friday, September 29, 2017	Wednesday, 10/4/17
<b>Standard VI – Planning, Resources and Institutional Improvement</b>	Monday, September 18, 2017	Friday, September 29, 2017	Wednesday, 10/4/17
- <i>Build Document Roadmap</i>			
- <i>Compliance Document</i>			
- <i>Build Webpage</i>			

**October - - Tentative Dates**

Standards	Draft to Self Study Team	Working Roundtable Meeting 10 am - 12; Madison 115	Standard Draft Feedback Due
Standard III – Design and Delivery of Student Learning Experience	Monday, September 25, 2017	Friday, October 6, 2017	Wednesday, 10/11/17
Standard V – Educational Effectiveness Assessment	Monday, September 25, 2017	Friday, October 6, 2017	Wednesday, 10/11/17
Standard VII – Governance, Leadership & Administration	Monday, October 2, 2017	Friday, October 13, 2017	Wednesday, 10/18/17
College-Wide Draft Distribution to College community for feedback	Friday, October 27- college wide	<b>Friday, November 3, 2017</b>	<b>Final Feedback DUE</b>
- <i>Compliance Document</i>	<i>Build Electronic Document</i>		
- <i>Logistics Plan developed for review by Team Chair</i>			
- <i>Build Document Roadmap</i>			

## November

- **College-wide Roundtable Final Draft Review** **Friday, November 3, 2017**
- **Self Study Draft submitted to Executive, BOT** **Monday, November 6, 2017**
- **Verification of Compliance to ASA BOT (11/14)** **November 21, 2017**
- **Submit Logistics Plan for review by Team Chair** **Monday, November 13, 2017**
- **Draft to Dr. Anne Kress** **Monday, November 13, 2017**
- **Compliance Draft to ASA Subcommittee** **Tuesday, November 14, 2017**
- **Steering Committee Meeting** **Thursday, November 16, 2017**
- **Preparation Day for Preliminary Visit** **Tuesday, November 28, 2017**
- **Dr. Anne Kress Preliminary Visit** **Wednesday, November 29, 2017**
  - **Steering Committee Meeting w/ Dr. Kress** **2:00 – 3:00, President’s Conference Room**
- **Debriefing and Work Plan** **Thursday, November 30, 2017**

## December

- **Verification of Compliance DUE** **Friday, December 1, 2017**
- **Self Study Report revised based on Team Chair Visit**
- **Logistics revised based on Team Chair visit**

## January

- **Final Self-Study Report completed and submitted to ASA Board of Trustees** **January 16, 2018**

## February

- **Final Self-Study Report anticipated approved by Board of Trustees** **February 6, 2018**
- **Complete Self Study Document sent to each evaluator** **Monday, February 12, 2018**
- **Self Study Visit Logistics Details and Schedule draft** **Monday, February 26, 2018**
- **Finalize Details for Evaluation Visit**

## March

- **Middle States Self Study Visit** **Sunday, March 25, 2018 – Wednesday, March 28, 2018**

## May

- **Share evaluation Team Report and Findings with College Community** **May, 2018**
- **Camden response to Evaluation Team Report and findings submitted to MSCHE** **May, 2018**