

ANALYSIS OF THE SELF STUDY REPORT

OVERVIEW: Guiding Team Member Analysis of the Self Study Report Institutions are expected to send the self study and required supporting documents to the team chair and members of the team at least 45 days before the site visit. Team members are expected to read, understand, and prepare an analysis of the entire self study well in advance of the visit. The following questions may be used in corresponding with the team or in preparing for discussion of the self study during the first team meeting. Team members will have discussed this material at the team training workshops.

Analysis of the Self Study Report

1. Is the Self Study Report Complete? Does it cover all important topics and all standards and eligibility requirements?
2. Does it provide information about the college history, mission, students served, educational programs and delivery strategies?
3. Does it provide evidence that the college conducts program review, collects and uses appropriate research and data on student achievement and progress through educational programs in analyzing its own effectiveness?
 - a. Does the Report provide evidence the college uses data on student achievement and student learning to plan and implement improvements?
 - b. Does the Report provide evidence the college has identified Student Learning Outcomes, has designed appropriate assessments of learning, and uses the results of assessment for thoughtful analysis of its educational quality?
4. Does the Report show the institution has sufficient resources and sound processes, and deploys them effectively to achieve its educational mission?
5. Does the Report provide evidence of a broad and significant dialogue about institutional effectiveness, educational quality and improvement on campus? Is there evidence of a culture of assessment, a practice of continuous improvement?
6. What are the key concerns or questions you have about the institution's quality? What additional evidence or materials will you need to see when you visit the campus?

Institutional progress since the last comprehensive visit

1. Does the self study demonstrate satisfactory follow-up to the recommendations of the last team?
2. If there were special progress reports or visits, have their recommendations been incorporated into the current self study?
3. What continuing concerns since the last team visit should be emphasized as a result of the current visit?