



Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104-2680

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Institutional Profile Deadline is April 17

MSCHE recently opened the annual Institutional Profile process for 2015. The deadline for submission is April 17. The Institutional Profile is required of all MSCHE-accredited institutions. On February 9, an e-mail message was sent to the individual who had previously been identified by each institution as its Key IP User. If that individual has left your institution, or your institution did not receive IP instructions from the Commission, please contact Mr. Tze Joe (tjoe@msche.org) with the name and e-mail address of the individual now designated as your IP Key User.

There were no major changes to this year's IP. There are no new fields, but some minor changes were implemented to make data entry easier and to better ensure accuracy and data integrity. Please pay special attention to the requested website URL for your institution's required consumer information. Institutions are required to establish a consumer information page under their federal Title IV program participation agreement. The Commission, in turn, is required by the Council on Higher Education Accreditation (CHEA) to ensure that institutions routinely provide reliable information to the public on student achievement. Last year, the Commission staff reviewed the consumer information URLs provided by all MSCHE institutions, and 128 were contacted because the information provided was either incorrect, inaccurate, or out of date. Initially, nearly half of all MSCHE institutions did not meet the requirements because their outcomes data were not available at the requested link.

If your institution has any questions regarding the Institutional Profile, questions should be addressed to the following members of the MSCHE staff:

Technical Questions: Mr. Tze Joe (tjoe@msche.org)
Content Questions: Ms. Amy Moseder (amoseder@msche.org)
Financial Questions: Ms. Kathie Jeffries (kjeffries@msche.org)
Inquiries in Spanish: Ms. Kathy Melendez (espanolinfo@msche.org)

Revised ALO Orientation e-Packet

Whether you are a new Accreditation Liaison Officer or a veteran ALO who is looking to brush up on MSCHE policies and procedures, you should be interested in the Commission's recently revised ALO Orientation e-Packet.

This online document contains links to various MSCHE policies, procedures, and publications, and contains lots of useful information that will assist you in your duties as your institution's ALO. To download the latest edition of the ALO Orientation e-Packet, visit www.msche.org/publications/ALOOrientationePacketRevJan2015.pdf.

Annual Conference Call for Proposals

MSCHE's 2015 Annual Conference will be held December 2-4 at the Washington Marriott Wardman Park Hotel in Washington, DC. The Commission staff is now accepting applications for presentations of concurrent sessions. Proposals should focus on one of the following areas: (1) mission/goals; (2) ethics/integrity; (3) design/delivery of student learning; (4) student support; (5) student learning assessment; (6) institutional planning and resource allocation; or (7) governance. These seven general areas closely align with the Commission's recently revised accreditation standards. Perspectives on these topics are welcome from various institutional types (community colleges; public, private, non-profit, and for-profit institutions; research universities; etc.). Presenters are expected to share research results, best practices, or conceptual analyses.

If you are interested in submitting a proposal for a session that addresses one of the areas described above, your application and abstract must be received no later than April 30, 2015. Presentation applications will only be accepted from MSCHE member institutions. **Applications from non-member institutions or commercial entities will not be considered.**

To download the presentation application, click here:
<http://www.msche.org/?Nav1=EVENTS&Nav2=2015.01.01>

Town Hall Meetings Slated for March, April

The Commission will conduct its next series of Town Hall meetings from mid-March through mid-April. During these Town Hall meetings, members of the MSCHE staff will provide updates on the planned implementation schedule for the revised Standards for Accreditation and Requirements of Affiliation, and will discuss the Commission's Collaborative Implementation Project, under which 15 institutions are currently piloting the revised standards before full implementation for all MSCHE institutions in 2017-18. The Commission staff will seek attendees' feedback on ideas that have been circulating at the national level for possible changes in accreditation under the forthcoming reauthorization of the Higher Education Opportunity Act. The staff will also seek ideas about how MSCHE can best serve member needs and add value to its accreditation. There will be opportunities to ask questions and interact with the MSCHE staff.

There is no charge to attend the Town Hall meetings, but registration is required to enable the Commission to properly plan for adequate seating and refreshments. ***There will be no on-site registration.*** Please note that several of the Town Hall meetings are nearing room capacity. If you have previously registered, but your plans have changed, please notify the Commission as soon as possible so that others are not shut out. Cancellations should be sent to Ms. Victoria Clark at vclark@msche.org.

Each Town Hall will begin with continental breakfast at 9:00 am, followed by the presentations and open discussion at 10:00 am. Each session will conclude by 12:00 Noon.

Registration for the March 17 Town Hall meeting in San Juan, Puerto Rico, has closed. Following are registration links for the other Town Hall meetings:

Pittsburgh Town Hall – March 27 at the Renaissance Hotel, 107 6th Street, Pittsburgh, PA

To register, click here: <https://www.cvent.com/events/msche-town-hall-meeting-pittsburgh-pa/registration-14aadb6e26b64a419eff7999e576d777.aspx>

Albany Town Hall- April 2 at the Albany Marriott Hotel, 189 Wolf Road, Albany, NY

To register, click here: <https://www.cvent.com/events/msche-town-hall-meeting-albany-ny/registration-0e8d9f38ebae4ea0800571fd08644a93.aspx>

Philadelphia Town Hall- April 10 at the Sheraton University City Hotel, 3549 Chestnut Street, Philadelphia, PA

To register, click here: <https://www.cvent.com/events/msche-town-hall-meeting-philadelphia-pa/registration-72b2a45afcd04a6fa1a94d7cb715cc64.aspx>

The deadline to submit your registration is one week prior to the Town Hall you plan to attend. *Space is limited, so please don't delay.* Registration for each Town Hall will close when capacity is reached for that location. There will be no wait lists, nor will there be any on-site registration.

Should you have any questions regarding the Town Halls, please contact Richard J. Pokrass, Director for Communications and Public Relations, at rpokrass@msche.org or by telephone at (267) 284-5048. ***Please note that you cannot register for the Town Halls by telephone or e-mail. You must click on the appropriate registration link.***

MSCHE Welcomes New Vice President

The latest addition to the MSCHE staff is Heather F. Perfetti, J.D., who came on board in late January as Vice President. She previously served as Vice President for Academic Affairs at SUNY Orange Community College since July 2011.

Perfetti is an experienced higher education administrator, author, and conference presenter, and a former trial attorney. Since 2008 she has served as a member of the Commission's Substantive Change Committee. She has also served as a peer evaluator for both Middle States and the Southern Association of Colleges and Schools (SACS).

Before moving to SUNY Orange, Perfetti served as Vice President of Instructional Affairs at Allegany College of Maryland; Assistant Dean, Assistant Professor, and Program Coordinator for the Criminal Justice and Paralegal Programs at Darton College in Albany, Georgia; and as Assistant Professor of Criminal Justice at Murray State University in Kentucky. She served as a trial attorney in the Missouri State Public Defender System from July 1998 through August 2000. Perfetti also held part-time teaching positions at Barstow Community College in California and Georgia Southern University in Statesboro. She earned a Bachelor of Arts degree in English from Frostburg State University, a Master of Science degree in Criminal Justice from Troy University, and a Juris Doctor degree from the University of Mississippi School of Law. She is currently a candidate for a Doctor of Education with specialization in Higher Education Leadership, at Northcentral University.

Member Institutions Approve New Procedures for Hearings

Member institutions have approved the Commission's new procedures for a *Hearing Before the Commission Prior to Withdrawal of Accreditation*. The procedures describe the hearing process available to an institution upon receipt of a Notice to Show Cause from the Commission. The procedures were unanimously approved by the several hundred institutions that voted and are now in effect. The ballot was distributed electronically to the chief executive officers of all MSCHE institutions in early December, and voting was concluded in mid-January. To view the new procedures, click here: www.msche.org/documents/HearingBeforetheCommissionfinal011515.pdf.

Upcoming Professional Development Opportunities

Registration deadlines are approaching for two Spring professional development workshops scheduled by the Commission, both at the Courtyard by Marriott Philadelphia Downtown.

Institutional Follow-up Reports and Visits will be offered April 24, 2015. This workshop is for institutions that have required follow-up reports or visits stemming from their most recent MSCHE Self-Study or Periodic Review Report. Institutional representatives will have the opportunity to hear sessions on best practices, MSCHE expectations, and other topics. This workshop is ideal for institutional representatives charged with completing the required MSCHE follow-up report and others who are involved with the institution's accreditation. Registrations received and paid on or before April 3 are \$295 per person. Registrations received and paid from April 4 through April 13 are \$375 per person. No on-site registration will be available.

Creating and Selecting Assessment Tools will be offered May 1, 2015. It complements earlier MSCHE workshops on *Becoming an Assessment Facilitator* and *Understanding and Using Assessment Results* by specifically focusing on how to select an assessment approach that is aligned with learning goals and opportunities. The presenter will discuss direct and indirect measures of student learning; explain how to align assessment tools with learning goals; focus on rubrics as direct measures of student learning; and review the importance of evaluating and revising assessment tools as part of the continuous improvement process. Presentations will be interspersed with small group hands-on exercises that will enable participants to think about and practice what they are learning. Registrations received and paid on or before April 10 are \$295 per person. Registrations received and paid from April 11 through April 20 are \$375 per person. No on-site registration will be available.

To register for either of the workshops, or for further information, visit www.msche.org and click on Events. Please note: participants are responsible for their own room accommodations. MSCHE has not reserved a block of rooms at the hotel. For information on hotel reservations, visit <http://www.marriott.com/hotels/travel/phlhc-courtyard-philadelphia-downtown/>.

MSCHE Schedules Numerous Webinars

The Commission has scheduled an extensive series of webinars for institutions and evaluators. The webinars are scheduled for a variety of dates and times for the convenience of member institutions and evaluators.

Federal Compliance for Institutions: Verification of Compliance with Accreditation-Relevant Federal Regulations

In these webinars, members of the Commission staff will highlight the requirements of the Higher Education Opportunity Act (HEOA) of 2008 that an institution must address at the time of its Self-Study or Periodic Review Report. There will also be discussions of the compliance template for institutions and the various types of evidence that can be provided with the compliance report.

March 17 at 10:00 am
April 8 at 2:00 pm
April 9 at 2:00 pm
June 9 at 10:00 am
August 4 at 10:00 am
September 10 at 1:00 pm
October 7 at 1:00 pm
October 14 at 10:00 am

To register for one of the above sessions, visit
<https://attendee.gotowebinar.com/rt/9044366408390991618>

Training for PRR Reviewers

These webinars are exclusively for current MSCHE peer reviewers who have been selected to participate as PRR reviewers, or current PRR reviewers who are interested in participating on PRR reviews in the future.

March 25 at 12:00 Noon
April 13 at 1:00 pm
April 23 at 10:00 am
May 5 at 10:00 am
May 7 at 2:00 pm
May 19 at 2:00 pm
May 20 at 10:00 am
June 11 at 1:00 pm
August 6 at 10:00 am
September 16 at 2:00 pm
October 15 at 2:00 pm

To register for one of the above sessions, visit
<https://attendee.gotowebinar.com/rt/2330120588050611970>

Training for Compliance Reviewers

These webinars are exclusively for current MSCHE peer reviewers who have been selected to serve as compliance reviewers or current peer reviewers who are interested in serving in the role of reviewing institutional reports on compliance with accreditation-relevant federal regulations.

March 18 at 10:00 am
March 26 at 3:00 pm
April 8 at 9:00 am
April 16 at 10:00 am

April 21 at 2:00 pm
April 22 at 2:00 pm
May 13 at 2:00 pm
May 14 at 2:00 pm
May 27 at 1:00 pm
May 28 at 1:00 pm
June 9 at 1:00 pm
August 4 at 1:00 pm
August 6 at 1:00 pm
September 10 at 10:00 am

To register for one of the above sessions, visit
<https://attendee.gotowebinar.com/rt/5242160641538373889>

Training for PRR Financial Reviewers

These webinars are for current MSCHE peer evaluators who have a background in finance and have been selected or are interested in being selected to review the financial portion of the PRR.

April 14 at 10:00 am
April 15 at 2 pm
May 13 at 10:00 am
May 14 at 10:00 am
May 27 at 3:00 pm
May 28 at 3:00 pm

To register for one of the above sessions, visit
<https://attendee.gotowebinar.com/rt/5508417277812439298>

Building the Electronic Report

These webinars will review the steps to create and properly format an institution's electronic report and the process of submitting it to MSCHE.

March 23 at 2:00 pm
April 1 at 10:00 am
April 17 at 10:00 am
April 23 at 2:00 pm
April 27 at 2:00 pm
May 12 at 10:00 am

To register for one of the above sessions, visit
<https://attendee.gotowebinar.com/rt/7572699779390721>

Evaluators Who Have Served

Each year the Commission posts to its website updated lists of the evaluators who served during the previous calendar year. The lists of evaluators from calendar year 2014 were posted to the MSCHE website in early January. To view these lists visit

<http://www.msche.org/?Nav1=EVALUATORS&Nav2=WHOHAVESERVED>

Recent Commission Actions

The Commission held its most recent meeting on March 5 in Philadelphia. To view the Commission's latest actions, visit http://www.msche.org/institutions_recentactions.asp?txtYear=2015