Outline of Topics Covered in Self-Study Criterion Chapters

1 Mission	2 Integrity	3 Teaching and Learning: Quality, Resources, Support	4 Teaching and Learning: Evaluation and Improvement	5 Resources, Planning, & Effectiveness

Intro
– Mission statement
– LEP transformation example
1A Broadly understood, guides operations
– History of mission, values statements
– Brown and Gold task force
– LEP broad overview
– Types of degrees
– Programs added since 2004 -- BSN, Culinology, full list
– Program Analysis System
– Honors Program
– Enrollment profile per mission
– Student Support
  o Student Affairs org chart
  o Office of Student Success
  o Academic Commons
  o Tech resources, library, Writing Center
	2A Operates with integrity; has policies & procedures
	– Curriculum approval process
	– Policy review
	– Articulation agreements
	– Distance Learning HLC change request
	– CN NACEP
	– Satisfactory academic progress and appeals
	– Office of Student Success
	– IT security
	– TRC support
	– Student Tech Fee
	– Employee categories and contracts
	– Grad ass't hiring
	– Employee evaluation
	– Code of conduct
	– Affirmative Action
	– Hiring process
	– Consortium personnel
	– Purchasing & Contracting
	– Audits & controls
	– Financial Aid
	– Foundation
	– NCAA and Athletics Advisory Board
	– Housing and Dining
		3A Programs appropriate to higher ed
		– Curriculum approval process/committees
		– program review
		– annual program data
		– national organizations' standards
		  o Speech
		  o Social Work
		  o Music
		  o English Composition
		– College Now
		– 2+2 programs
		– MBA
		– MS Education, MS Physical Education
		– BAS
		– Nursing
		– Online program change request
		– online/F2F/hybrid/ITV modes
			Intro
			– CIA history
			– Assessment attitudes
			4A responsibility for quality of programs
			– Program 5-year self-studies
			– Department annual reports
			– Student Affairs annual reports
			– NSSE, CMG
			– Methods for evaluating transfer credit and credit for prior learning
			– Academic policies discussion
			– Transfer credit policy and procedure
			– Curriculum and program approval process
			– Faculty qualifications and hiring
			– Integrity and rigor of on-campus and dual credit courses
			  o PSEO
			  o College Now/NACEP
				5A Resource base supports current needs and future plans
				– Allocations and state support
				– Employee #s
				– CFI
				– Revenue fund and depreciation
				– Debt service obligations
				– Workout plan with MnSCU Facilities Office
				– Addition of programs & initiatives
				  o RN-to-BSN
				  o Cross Country
				  o Track & Field
				  o Office of Student Success
				  o Program Analysis System
				– Funding sources
				  o Allocation
				  o Tuition
				– Reserves
				– Budgeting process
				– Carryover policy
				– Labor contracts
				– Physical infrastructure
				  o New building &

o Global Studies
o Undergrad Research Conference
– Strategic Planning process, days
	contracts
	– Public Safety
			o History, definitions, web page, workshops/institute, Advisory committee(s), assessment (Bio, Math, Psych, Speech)
			– Special program accreditation
			  o Music, Social Work
			  o Education
			  o ACS & RCA approval
			  o BSN coming
			– Success of graduates
			  o Percentage working in their field
			  o Percentage accepted to professional/graduate school
			  o Participation rates in clubs (RCA, ENACTUS, Chem Club, fellowships, internships, special programs (e.g., Peace Corps, Americorps)
			  o Survey results
				upgrades
				  o Deferred maintenance
				  o Campus Master Plan
				– Biennial budgeting
				– Revenue fund
				– Strategic Planning and budgeting per direction
				  o Academic direction
				  o Enrollment management direction
				  o Facilities and equipment direction
				  o Community partnership direction
				  o Diversity direction
				– Employee qualifications
				  o Search processes
				  o Annual evaluation
				  o Professional development
				– Budgeting and monitoring checks and balances

1B Articulated publicly – SMSU Values list – Mission and values locations—web, buildings, publications – Department missions – SW MN Higher Education Study	**2B Presents itself clearly and completely** – Web site redesign & award – Web site improvements – Catalog online – DARS – USelect & articulation	**3B Intellectual inquiry, broad learning (gen ed)** – LEP transformation—detailed: process/history/curriculum/assessment schedule – Faculty scholarship examples	**4B Ongoing assessment** – Learning goals, outcomes, & assessment plan for all undergrad, grad, & post-baccalaureate programs – Campus culture, history of PD days &	**5B Structures promote effective leadership and collaborative processes** – Leadership – MnSCU responsibility – President's Cabinet – Org charts – Legislature – Governance

		agreements
		– CN web site
		– Admissions portal site
		– Accreditations list
		– Costs to students
		– Directory
		– MnSCU link & Dashboard
			– Student scholarship examples
			  o Undergrad Research Conference
			  o Culinology students' RCA competition
			  o Theater shows
			  o Radio/TV programs
			– LEP and MTC diversity outcome
				assessment info
				– Faculty professional development opportunities
				  o MnSCU CTL activities
				  o SMSU CTL and FIG activities
				  o Faculty participation in professional organizations
				– Assessment measures and plans
				  o Program assessment
				  o LEP assessment; CAT
				  o Co-curricular assessment –annual report process
				  o Institutional assessment-CIA charge, communication, mini-grants (Psych, AgBus, Culinology, Speech)
				  o assessment measures and plans reflect 'good practice' –LEP AHA plan, Culinology, Hospitality
					o Collective bargaining laws and agreements
					o Meet and Confers
					o Meet and Discuss
					o Committee structures
					o Strategic Planning process
					o All-University meetings
					– President's Cabinet reports
					  o Academic Affairs
					  o Advancement
					  o Athletics
					  o Finance and Administration
					  o President's Office
					  o Student Affairs
					– Program Analysis System
					– Make-up Work and Missed Class policy

1C Mission and diversity of society	**2C Governing Board, autonomy, decision-making**	**3C Has necessary faculty and staff**	**4C Retention, persistence, completion**	**5C Systematic and integrated planning**

– Barrier-free buildings
– History of Strategic Plan diversity directives
– 2003 Diversity Plan
– Difficult Dialogues
– MnSCU Diversity offices and resources
– IFO Campus Climate Study
– Student diversity profile
– Disability Services
– Office of Diversity and Inclusion
– International Student Services
– Affirmative Action
– Faculty and Staff diversity profile
– LEP diversity outcome
– Global Studies
– Minors (Women's Studies, INDS, Latin American Studies)
– International partnerships
– Upward Bound
– Scholarships
– Aramark
– Residence Life-AOS
– Women's Center
– Gold College
– Student Organizations
	– MnSCU system
	– Board of Trustees
	– Chancellor
	– President's role
	– State Student Association
	– IFO & MnSCU relationship
	– MnSCU and Board policies and code of conduct
	– Freedom of expression
	  o SMSU Value Statement
	  o MnSCU policies
	  o Student Handbook
	  o Student complaint process
	  o Non-discrimination policy
	  o Student clubs
	  o IFO & MSUAASF contracts
	  o Technology policies
		– Grad assistant #s
		– Faculty terminal degrees
		– Student:faculty ratio
		– Distance Learning staffing
		– Resources for teaching online
		– Faculty evaluation process—PDP/R process, criteria
		– Professional Improvement process—faculty
		  o Contractual travel
		  o Sabbatical
		  o FIGs
		– Office hours
		– Staff member qualifications
		– Staff professional development
		– Tutor training
		  o Writing Center
		  o Academic Commons
			– Student retention, persistence, and program completion rates
			  o Graduation rates
			  o Licensure exam passage rates, placement rates
			  o Transfer rates
			– Evidence that data are used to improve retention, persistence, completion rates
			– Office of Student Success
			– Retention Plan and task forces
			– Building Connections
			– Data gathering reflects 'good practice'
			  o Speech, Library
				– Funding new programs
				  o Exercise Science lab example
				– Program planning linked to program review and assessment
				– Department budget requests
				– Mission, vision, goals, strategic plan
				– SW MN Region Higher Ed Study
				– Community involvement in strategic planning
				– Foundation strategic planning
				– Advisory boards
				  o Culinology and Hospitality
				  o Teacher
				  o Nursing
				– Financial statement reports
				– 2012-2017 Strategic Plan's five directions
				– Technology shift planning
				  o Coalition/consortium involvement
				  o Student involvement in decision-making (student tech fee; SA link examples)
				  o Upgrades for faculty/staff (smart rooms, 3-yr replacement cycle, e-services, library tech)

				– o Regional tech (Adobe Connect, e-application, SMAC, GIS) – Demographic shifts o Enrollment analysis o New programs o Diversity initiatives – Globalization shifts – International partnerships – Global Studies – International Student Services

1D Public good	**2D Acquire, discover, apply knowledge responsibly**	**3D Support for student learning, effective teaching**		**5D Systematically improves its performance**
– Distance Learning – Online grad programs – College Now – Office of Civic Engagement – LEP citizenship outcome – Redwood River monitoring – Exercise Science: Schwans project – Service-Learning course list – Theater (productions, Drama Club, outreach) – Music (concerts, groups, outreach) – English (Marshall Festival, Visiting Writers, CW Contest) – Astronomy (Planetarium) – Gold College – Co-curricular variety – ENACTUS	– Professional development support – Student research opportunities – IRB – PDP criteria and review process – LEP o LEP 100 o LEP 400 o Core skills o Capstone courses – Library, Writing Center, Speaking Center – Academic Honesty policy – Student Handbook – Graduate policies	– Career Services – Counseling & Testing – Office of Student Success – Health Services – Financial Aid Office – Office of Diversity & Inclusion – Residence Life – Writing & Speech Centers – Academic Commons – AOS & Summer Bridge – Provisional Admits' support – Core courses in LEP – Support for 2+2 students – Faculty advising – DARs – Faculty training for advising – Infrastructure		– Documents evidence o College annual reports o Dept annual reports o PDPs/PDRs o SW MN Region Higher Ed Study – Sustainability & effectiveness efforts o Schwan Regional Event Center o Sensor light switches example o Science lab renovations o HRA renovations o Housing upgrades o Track and Field complex o Library renovation

- Veterans' Club - SMAC - Athletics' service - SBDC - Upward Bound - History Center - MARL		○ Classroom technology ○ D2L ○ Wi-fi campus ○ Computer labs ○ Library online access ○ TRC ○ GIS ○ Improved labs in SM, Culinology, greenhouse ○ Library One Search, acquisitions ○ Theater improvements ○ Display space ○ Nursing clinical sites ○ Museums – Info literacy –LEP 100, ENG 151, ENG 251 or other, LEP 400		
		3E Fulfills claims made for enriched environment – References to: ○ Center for Civic Engagement ○ Global Studies ○ Student Association ○ Student organizations ○ Internships ○ Athletics ○ Service-learning ○ Undergrad Research Conf		