

Draft reports based upon research questions will be submitted to the Coordinating Team (CT; Self-Study Co-Chairs and the MSCHE Liaison) by March 13, 2009. The Steering Committee will provide feedback to the Working Groups for enhancements to the draft reports. Final Working Group reports will be submitted by May 15, 2009 to the CT and made available electronically for review by the Steering Committee. The Coordinating Team will generate chapter drafts by August 2009 for review by Working Group Chairs and Steering Committee members. Initial, feedback by Steering Committee members and Working Group chairs on the chapter drafts is due September 5, 2009. This feedback will be used to develop the first self-study draft that will be shared with the Cabinet and Council of Trustees. During this time, the Steering Committee and Working Group chairs may continue to make recommendations for changes. By early October 2009, the revised draft is forwarded to the Evaluation Team Chair and University community for feedback. Once feedback is obtained, the draft will be finalized and approved by the University’s Executive Cabinet and the Council of Trustees in early December 2009. This draft will be shared one last time to the Visiting Team Chair for review as well.

The final self-study document that incorporates the Evaluation Team Chair comments will be distributed to the Visiting Team members and to MSCHE by mid-February 2010. Site visit preparation will begin approximately November 2009 and will continue through the site visit in spring 2010.

Table 1. Middle States 2010 Accreditation Timeline.

Activity	Timeline
<ul style="list-style-type: none"> • Steering Committee oversees research and reporting by working groups. 	September 2008 to February 2009
<ul style="list-style-type: none"> • Research Question Protocols submitted to Coordinating Team (CT) 	September 30, 2008
<ul style="list-style-type: none"> • Working Groups involve the community to address research questions. 	
<ul style="list-style-type: none"> • Working Groups share response to research questions via Blackboard (all Assessment Briefs must be submitted by February 17, 2008) in the following manner: 	
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ First Research Question’s draft Assessment Brief submitted 	October 30, 2008
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ Second Research Question’s draft Assessment Brief submitted 	November 25, 2008
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ Third Research Questions Assessment Brief submitted 	December 10, 2008
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ Fourth Research Question’s Assessment Brief submitted 	January 18, 2009
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ Fifth Research Question’s Assessment Brief submitted 	February 3, 2009
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ Remaining Research Questions’ Assessment Briefs submitted 	February 17, 2009
<ul style="list-style-type: none"> • Steering Committee discusses Working Groups’ Assessment Briefs (responses to Research Questions) and provide feedback and suggestions for compliance with Standard(s) and making improvements at Millersville. 	

Activity	Timeline
<ul style="list-style-type: none"> • MSA Liaison selects evaluation Team Chair and MU approves selection. • Institution (with MS evaluation Team Chair) selects dates for team visit and Chair’s preliminary visit. • Site visit arrangements determined and timeline established. • MU sends a copy of the Self-Study Design to MS team chair. • MSA Liaison selects team members and MU approves selection. 	<p>January to April 2009</p>
<ul style="list-style-type: none"> • Working Groups submit draft reports on assigned standards (March 13, 2009). • Working Groups submit final reports on assigned standards (May 15, 2009). 	<p>March/May 2009</p>
<ul style="list-style-type: none"> • Coordinating Team develops draft self-study from Working Groups reports. • Chapter drafts written by Coordinating Team sent to Steering Committee members and to Working Group for review, clarification and accuracy check; to ensure assumptions and suggestions are understood. (End of an interactive process that begins with Charge to Working Group.) • Cabinet and Council of Trustees (COT), MU’s governing board, receive and review draft of initial self-study with an understanding that it is the first draft and Working Group chairs or the Steering Committee may make changes. The Cabinet approves this first draft to send to the University community and to the MU Visiting Team Chair. • The revised draft is sent to the MU Visiting Team Chair and released to the campus community for feedback. 	<p>June to August 2009</p> <p>August 2009 (Due Sept. 5, 2009)</p> <p>Mid-September 2009</p> <p>Early October 2009</p>

Activity	Timeline
<ul style="list-style-type: none"> • Campus community reviews the revised draft self-study and provides feedback via multiple sources: available for download through internal University Website, column in <i>Exchange</i>, focus groups at division meetings and school councils, focus groups at Faculty Senate and Student Senate, press release to <i>Snapper</i>, and focus group within PALC. • MS Visiting Team Chair visits at least 4 months prior to Team visit. • Coordinating Team integrates community comments to produce the final self-study draft. • Final self-study draft sent to Cabinet, COT and the MU Visiting Team Chair review. • Cabinet and COT endorse final draft self-study with recommended changes, if necessary. • Site team visit preparations updated. 	<p>October/November 2009</p> <p>Late October/Early November 2009</p> <p>Mid-November 2009</p> <p>November 2009</p> <p>Early December 2009</p> <p>December 2009</p>
<ul style="list-style-type: none"> • Revisions are made to draft report based on MS Visiting Team Chair comments (if needed). • Institution prepares final version of self-study report. • Institutions sends final report to MS Team and MSCHE at least 6 weeks prior to Team visit. • Site team visit preparations confirmed. 	<p>December 2009 to January 2010</p> <p>January/February 2010</p>
<ul style="list-style-type: none"> • MS Team visit (preferred by March 26 but no later than April 15, 2010). • Team Report received. • Institutional response to Team Report (due within two weeks of receipt of Team’s report). 	<p>March to May 2010 (team visit by April 15, 2010)</p>
<ul style="list-style-type: none"> • MSCHE Announcement of Reaffirmation Decision 	<p>June 2010</p>