

# Suffolk County Community College

## College Brief

NO. 113      April 6, 2016

TO:            The College Community

FROM:        Dr. Lauren Tacke-Cushing  
                College Dean of Instruction, Self-Study Co-Chair

                Daniel Linker  
                Associate Professor of English, Self-Study Co-Chair

SUBJECT:     Update on Middle States Commission on Higher Education (MSCHE)  
                Decennial Self-Study

The Middle States Self-Study Design Report serves as the template for the ten-year Self-Study that is required of all MSCHE-accredited institutions. The Design Report includes: 1) intended outcomes that have been developed to guide the efforts of the Self-Study working groups in alignment with Middle States standards; 2) the suggested profile of the evaluation team that will conduct the College's Self-Study visit in 2018, and 3) documents, processes, and procedures used by the working groups as evidence for meeting the criteria cited for each MSCHE standard.

The College's Self-Study Design Report was due and submitted to Middle States Vice Presidents Dr. Debra Klinman and Dr. Ellie Fogarty by the April 1<sup>st</sup> deadline. During the upcoming Self-Study Preparation visit, scheduled for Tuesday, April 19<sup>th</sup> with Middle States Vice President Dr. Ellie Fogarty, the College will receive feedback and suggestions on its plan design.

The current itinerary for this visit also includes several meetings between Dr. Fogarty and various constituent groups involved in the reaccreditation process, as well as a forum that is open to participation by all members of the college community. **The forum will be conducted on Tuesday, April 19<sup>th</sup> from 1:00 p.m. to 2:00 p.m.**; it will originate from the Montauk Point Room on the Ammerman Campus and will be simulcast to the MD 105 Lecture Hall in the Health, Sports and Education Center on the Michael J. Grant Campus, and the Montaukett Learning Resource Center-Room 107/108 on the Eastern Campus. All faculty, staff and students are invited to participate in the open forum.

Across our College, four key groups are leading the Self-Study process. These groups are: the Self-Study Steering Committee, which represents a cross-section of faculty, staff and administrators from all three campuses and is providing overall guidance during the Self-Study process; seven standards committees (working committees); as well as a Logistics Committee and a Writing Committee. The membership of the Steering Committee appears below:

### **Self-Study Steering Committee**

Dr. Christopher Adams	Vice President for Student Affairs
Dana Antonucci-Durgan	Head Librarian, Eastern Campus
Dr. Katherine Aguirre	Campus Director of Admissions, Ammerman Campus
Mary Lou Araneo	Vice President for Institutional Advancement
Paul Basileo	Coordinator of Instructional Technology/Professor, Ammerman Campus
Dr. Courtney Brewer	Assistant Professor of Psychology, Ammerman Campus
Dr. Maria DeLongoria	Associate Vice President, Academic Affairs
Dr. Marc Fellenz	Professor of Philosophy, Michael J. Grant Campus
Bernadette Garcia	Professor, Communications/Arts and Languages, Michael J. Grant Campus
Lisa Hamilton	Director of Campus Activities and Student Leadership Development, Michael J. Grant Campus
Dr. Suzanne Johnson	Vice President for Academic Affairs
Dr. James Keane	Michael J. Grant Campus Executive Dean/Campus CEO
Martha Kinney	Associate Professor of History, Michael J. Grant Campus
Ted Koukounas	Academic Chair, Professor of Mathematics, Eastern Campus
Dr. Dorothy Laffin	Eastern Campus Executive Dean, Campus CEO
Daniel Linker	Associate Professor of English, Ammerman Campus, Self-Study Co-Chair
P. Wesley Lundburg	Ammerman Campus Executive Dean, Campus CEO
Dr. Edward Martinez	Assistant Dean of Student Services, Director of Counseling, Eastern Campus
Dr. Shaun McKay	President
Dr. Dante Morelli	Associate Professor of Communications, Ammerman Campus
Dr. Patty Munsch-Eilbeck	College Assistant Dean for Student Engagement Assessment
Sandra O'Hara	Assistant to the President
Matthew Okerblom	College Assistant Dean for Curriculum Development
Dr. Jeffrey Pedersen	Vice President for Planning and Institutional Effectiveness
Louis Petrizzo	College General Counsel
Dr. Lauren Tacke-Cushing	College Dean of Instruction, Self-Study Co-Chair
Dr. Troy Tucker	College Assistant Dean, Grants Development
Dr. Filiz Turhan	Professor of English, Ammerman Campus
Christina Vargas	Chief Diversity Officer/Title IX Coordinator
Gail Vizzini	Vice President of Business and Financial Affairs
Carol Wickliffe-Campbell	Chief of Staff to the President
Dr. Helen Wittmann	Coordinator II- Instructional Technology Support Services, Eastern Campus

### **Working Committees**

To support the Steering Committee, the following working committees have been formed. In addition to committees for each of the MSCHE standards, there is a Writing Committee that will provide editing of the Self-Study report, and a Logistics Committee that will provide support for the evaluation team site visit. Dr. McKay has appointed the following co-chairs and Cabinet representation to each committee:

<b>Committee</b>	<b>Co-Chair</b>	<b>Co-Chair</b>	<b>Cabinet Rep.</b>
Steering Committee	Dr. Lauren Tacke-Cushing	Dan Linker	Dr. Shaun McKay/ Louis Petrizzo
<b>Standard I:</b> Mission and Goals	Ted Koukounas	Bernadette Garcia	Dr. Jeffrey Pedersen
<b>Standard II:</b> Ethics and Integrity	Christina Vargas	Dr. Troy Tucker	Dr. James Keane
<b>Standard III:</b> Design and Delivery of the Student Learning Experience	Dr. Maria DeLongoria	Dr. Marc Fellenz	Dr. Suzanne Johnson
<b>Standard IV:</b> Support of the Student Experience	Dr. Patty Munsch	Dr. Eddie Martinez	Dr. Christopher Adams
<b>Standard V:</b> Educational Effectiveness Assessment	Dr. Courtney Brewer	Dr. Martha Kinney	Dr. Dorothy Laffin
<b>Standard VI:</b> Planning, Resources, and Institutional Improvement	Dr. Helen Wittmann	Matthew Okerblom	Gail Vizzini
<b>Standard VII:</b> Governance, Leadership, and Administration	Dante Morelli	Paul Basileo	P. Wesley Lundburg
Writing Committee	Dana Antonucci	Dr. Filiz Turhan	Mary Lou Araneo/ Dr. Jeffrey Pedersen
Logistics Committee	Lisa Hamilton	Dr. Katherine Aguirre	Carol Wickliffe-Campbell/ Sandra O'Hara

### **Timetable for the Self-Study**

The anticipated timeline for the College's Self-Study is summarized below:

<b>Date</b>	<b>Task</b>
April 1, 2016	Self-Study Design Submitted to MSCHE
April 19, 2016	MSCHE Self-Study Preparation Visit with Dr. Ellie Fogarty
May 2016-July 2016	Committees Convene
August 2016-December 2016	Data Gathering and Analysis
January 2017-March 2017	Standards Committees Produce Written Reports
April 1, 2017	Standards Committee Reports Due
April 2017-August 2017	Compile Draft Self-Study
September 2017-October 2017	Writing Committee Edits Self-Study Report
September 2017	Logistics Committee Convenes to Arrange Team Visit
October 2017	College Community Reviews Self-Study

	Board of Trustees Reviews Self-Study
November 2017	Self-Study Report Submitted to Chair of Evaluation Team
November 2017-December 2017	Visit by Chair of the Evaluation Team
November 2017-January 2018	Revisions to Self-Study Report/BOT Approval
December 2017	Verification of Compliance report submitted
February 2018	Final Self-Study Report Sent to Evaluation Team
March 2018	Evaluation Team Visit
April 2018–June 2018	Team Report College Prepares and Submits Institutional Response
Summer 2018	MSCHE Commission Accreditation Action

### **Communication**

In order to engage the entire college community in the reaccreditation process, a Self-Study website was created and launched in March 2016 with the purpose of sharing important planning documents, timelines, and updates related to the process. Timely communication to the College will remain an ongoing priority of the Self-Study. Throughout this process, the most current versions of the College’s Middle States Self-Study documentation will always be available on the website and accessible through the Faculty/Staff Portal by logging into MySCCC, clicking the “Academics” tab and looking under “Secure Documents.” Once the College’s Self-Study Design Report is approved by Middle States, it will be made available to the college community via the website. At that time, you will be able to go online and view the full membership of each committee, as well as the intended outcomes for each committee.

Through frequent communications to the college community and with support from Cabinet, the Self-Study Steering Committee and the Self-Study Standard subcommittees, the entire college community will remain knowledgeable regarding the status of the College’s reaccreditation process.

If you have any questions, please do not hesitate to contact Dr. Lauren Tacke-Cushing: [tackel@sunysuffolk.edu](mailto:tackel@sunysuffolk.edu) or Professor Dan Linker: [linkerd@sunysuffolk.edu](mailto:linkerd@sunysuffolk.edu).