

Shepherd University • Higher Learning Commission Continuing Accreditation Progress Report, 2010-2011

“Creating the Future: Transforming Lives to Lead and to Serve”

July 2010

- HLC Self-Study Coordinator is appointed Interim Dean of Graduate Studies and Continuing Education, allowing for closer examination of issues with these programs.

August/September 2010

- Presentation of information to Dean’s Council and Graduate Council re: HLC response to Graduate Studies follow-up report.
- Conference call with Dr. Solomon regarding progress in the graduate area.

October 2010

- Self-Study Coordinator--Presentations to the following school meetings: Arts & Humanities, Business & Social Sciences.

November/December 2010

- Updates to the institution’s accreditation public webpage.
- Posting of the institutional accreditation newsletter: *Accreditation Chronicle*.
- Student representatives appointed to writing team groups.

January 2011

- New team members and writing group leaders assigned due to team members leaving the institution or changing positions. Additions: Caroline Glackin & Anne Murtagh (Core Component 2c), Ann Legreid (Core Component 2d, Writing Group 2 Team Leader), Victoria Buchbauer (Core components 3b & 4c), Tom Segar (Writing Group 5 Team Leader).
- Self-Study Coordinator--Presentations to the following schools: Natural Sciences & Mathematics, Education & Professional Studies. Also presentation to SGA.
- Resources and data sets added to HLC Self-Study site (working group site) on a continuing basis.

February 2011

- Self-Study Coordinator: Presentation to SGA regarding service information.
- Resources and data sets added on a continuing basis.
- Writing team and individual core component meetings.
- Update of University HLC website to reflect changes in personnel.

March 2011

- Discussion and drafting of design and technological elements for the self-study document.
- Resources and data sets added on a continuing basis.
- Writing team and individual core component meetings.
- Appointment of Dr. Dot Hively as co-chair of the self-study as Dr. Beard will be assuming the Dept. Chair Position in Music for one year, along with being appointed as Dean of Graduate Studies.

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April 2011

- VPAA--Announcement of organizational restructuring to university stakeholders.
- Presentations to the Spring Assembly (11th) and Steering Committee (26th) to show progress on the document, information still needed, and the design of the document.
- Meeting with HLC Liaison at HLC Annual Conference. Attendance at the conference by VPAA, Deans and Self-Study Coordinators.
- Continued Discussion and drafting of design elements for the self-study document
- Resources and data sets added on a continuing basis.
- Writing team and individual core component meetings.

STATUS OF THE SELF-STUDY DOCUMENT

- INTRODUCTION: First and second drafts completed. Corrections implemented. Document in final stages.
- CRITERION ONE: Initial draft completed and reviewed by writing group and proofreaders. Suggestions and additional information to be gathered and posted by April 15th. (45+ pages in Word). (90% complete)
- CRITERION TWO: The Goal is to have a draft by June 1st.
 - Core Component 2a: Heavy outline and prose in progress. We currently have approximately 6-10 pages of material. (75% complete)
 - Core Component 2b: Heavy outline and some prose in progress. We currently have 4 pages of material. (50% complete)
 - Core Component 2c: Outline complete; data gathered; graphs to be added. Draft in progress. We currently have 10 pages of material. (75% complete).
 - Core Component 2d: Resources loaded (25% complete).
- CRITERION THREE: The Goal is to have a draft by April 15th.
 - Core Component 3a: Working draft with data sets in place. We currently have 11 pages, with updated data sets to be incorporated. (75-80% complete).
 - Core Component 3b: Heavy outline and some prose in progress. We currently have 5 pages of material. (60% complete).
 - Core Component 3c: Working draft with data sets in place. We currently have 9 pages of information. (75% complete).
 - Core Component 3d: Outline and web links added with some prose. Information about the library added from Nursing Self Study. More information to come. (50-60% complete).
- CRITERION FOUR: The Goal is to have a draft by June 1st.
 - Core Component 4a: Data needs list and links added. Some information added to the Great Colleges survey to help with professional development information. (45-50% complete).

STATUS OF THE SELF-STUDY DOCUMENT

-Core Component 4b: Working draft in place. Links and resources added . We currently have 6 pages of information. (75-80% complete).

-Core Component 4c: Heavy outline and some prose in progress. We currently have 4 pages of information. (50% complete)

-Core Component 4d: Heavy outline and some prose in progress. We currently have 4 or more pages of material with the resources added to SAKAI (50% complete)

•CRITERION FIVE: The Goal is to have a draft by June 1st.

-Core Component 5a: Working Draft in place, We currently have 10 pages of material (80% complete).

-Core Component 5b: Working draft in place. Links and resources added (10 pages or more in Word—75-80% % complete).

-Core Component 5c: Outline in place and to be in place at the next writing group meeting. (25% complete).

-Core Component 5d: Outline discussed. Writing group will work on content at the next meeting. (25% complete)