

Middle States Self Study, 2004
 "Standard 6: Integrity" Committee
 Committee Chair: Heidie G. McCauley

2009 MSCHE PERIODIC REVIEW REPORT

Standard 6: Integrity	2004 Self Study Recommendation	2004 MSCHE Team Recommendations
<p>In the conduct of its programs and activities involving the public and the constituencies it serves, the institution demonstrates adherence to ethical standards and its own stated policies, providing support for academic and intellectual freedom.</p>	<p>1. The College's expectation for the conduct of its employees and its students should be formalized and made available to all employees and/students. Adherence to the performance expectations should be incorporated into the evaluative process.</p> <p>2. College publications should be places on a schedule to endure availability at critical times.</p>	<p>1. Develop a procedure for periodic assessment of institutional integrity evidenced in policies, processes, practices and the manner in which these are implemented.</p>
	Completed/Recommendation	Completed/Recommendation
	<p>1A. Students: Additions and revisions have been made Student handbook which clearly define students' conducts and responsibilities.</p> <p>1B: Employee-Faculty: Additions and revisions have made to SOF contract to include better description of what is expected of the faculty.</p> <p>1C. Employee-Staff: Additions and revisions have made to Staff contract to include better description of what is expected of the Staff.</p> <p>-----</p> <p>2A. CCBC Website: College's website is now extensively used to disseminate information about course schedules, academic calendars, college catalog, etc. to CCBC students and general public.</p> <p>2B. CCBC Email Server: College's email server is now extensively used to disseminate information about schedule of meetings, minutes of meetings, room reservations, memorandums, etc. of the faculty and staff.</p>	<p>1A. Students Opinion Survey: This process consists of students' evaluation of faculty, and the College's physical facilities. Student Opinion Survey form are used for this process. This process is used every semester.</p> <p>1B. Program Evaluations – This process consist of a survey of the curriculum, enrollments, facilities, and students' employments, for each program at the College. This process is used every 5 years.</p> <p>1C. Faculty Evaluation- This process consists of observing a faculty while he/she is delivering a lecture. This process is used at times every year for a non-tenured faculty and every 5 years for a tenured faculty.</p> <p>1D. Administration Evaluation: This process consists of evaluation of an administrator by his/her supervisor. This process is implemented on annual basis.</p>