

**SMC 10
NEASC Self Study
1968-2000**

Extent

7 boxes (9.5 linear feet)

Arrangement

Arranged into series by year. Original order is retained in each series.

Accrual

Records accrue approximately every five years, following either the 10 year accreditation or the 5 year self-evaluation.

History

New England Association of Small Colleges (NEASC) is the agency which accredits Saint Michael's College and all small colleges in New England and the north east. Accreditation is a requirement for granting degrees. Every ten years, the college undergoes the accreditation process. The college must compile documents, reports, financial information and make it available to NEASC in the form of a report. A team of faculty and administrators also visit the school, conduct in depth meetings and study the entire college. Every five years, the college prepares a five year report for NEASC outlining their current activities and progress toward goals and standards. If NEASC is dissatisfied with either the reports or the action toward goals, they may make recommendations for improvement or (in very rare circumstances) withdraw accreditation. Conditions that must be met include academic consistency, financial solvency, adequate physical plant and items related to student life. NEASC also sets forth guidelines and standards that guide colleges and can, in some cases, determine choices a college makes in any of those areas. The college takes its relationship with NEASC very seriously. A committee is formed for the ten-year process and they compile most of the documentation from across campus.

Scope

This record group contains the College's official records of the NEASC accreditation process, including an official copy of letters granting accreditation. (The President's office also retains a copy.) Materials are divided into series chronologically. The series retain their original order.

Folder List

Box 1

10.1

1970 SMC Faculty 1968-69

10.2

1980 Self Evaluation Report

1985 Fifth year interim report

1985 Fifth year interim report

10.3

1990 Statement of mission and goals –SMC

1990 Enrollment management comm. Report

1990 May 1989

1990 Pres. Report 1988 "Toward Excellence"

1990 Pre. Report 1989 SMC's Catholic Mission

1990 Seminar minutes on the Catholic college identity--meetings 1989-86

1990 Bylaws of the Board of Trustees and the SMC-SSE agreement

1990 Faculty regulations

1990 Curriculum proposal Pres. Reiss 1990

1990 Undergraduate Dept. assessments 1990

1990 Research methods in Sociology survey 1988

1990 SMC college catalogue 1989/90-1990/91

1990 Minutes of the meetings of the Academic Dept. chairs 1989
 1990 Minutes of the faculty assembly 1986
 1990 Teaching resources group
 1990 Alumni survey 1988 and 1989
 1990 Student guide and codebook
 1990 Honors program original proposal
 1990 Revised honors program
 1990 Syllabus interdisciplinary course
 1990 Study Abroad literature
 1990 Evaluation of undergraduate and grad. Chairs
 1990 S.I.R. report
 1990 Professional growth program material
 1990 Center for social science research
 1990 Graduate programs catalogues
 1990 Minutes of the Graduate Council
 1990 Graduate program brochures
 1990 Grad. Programs in administration
 1990 Analysis of summer session 1985-1989
 1990 Summer session schedule 1989
 1990 Library collection development policy and procedures
 1990 Fenton study of library 1980
 1990 Strategy for space problems in library
 1990 Mind power campaign brochures and notices
 1990 Library planning objectives 1980-81
 1990 Library staff needs assessment
 1990 Task force report
 1990 Library planning task force report
 1990 Final report of task force
 1990 Special reports for task force
 1990 Bozzone review of task force report 1988
 1990 Online database search services
 1990 Index to non-conventional library materials
 1990 Mikenet
 1990 Exhibit 50 Enrollment Management Strategies of other institutions 1988-89
 1990 Exhibit 50 (folder 1) Sec. I
 1990 Exhibit 50 (folder 2) Sec. II
 1990 Exhibit 50 (folder 3) Sec. III
 1990 Exhibit 50 (folder 4) Sec. IV
 1990 Exhibit 51 Enrollment Statistics, ten -year period 1980-1990
 1990 Exhibit 52 Admissions Publication: "Four Fine Traditions"
 1990 Exhibit 53 Admissions Publication: "Four Fine Traditions" (Viewbook) 1989-90
 1990 Exhibit 54 SMC Presentation videocassette
 1990 Exhibit 55 Brochure for accepted students 1989-90
 1990 Exhibit 56 Freshman Survey 1988, Freshman Survey 1989
 1990 Exhibit 57 Student Loan Programs, Stats.
 1990 Exhibit 58 College Grant Program
 1990 Exhibit 59 Endowed Scholarships

Box 2

1990 Exhibit 60 Athletics Task Force Report 1987
 1990 Exhibit 61 Freshman Advisory Council
 1990 Exhibit 62 Safety and Security May 1989
 1990 Exhibit 63 List of Rule Violations Involving Discipline
 1990 Exhibit 65 Memo Reiss to Trustees on Athletics Sept. 18, 1989
 1990 Exhibit 66 Brochure on Health Services
 1990 Exhibit 68 Marriot Employment and Benefits Plan
 1990 Exhibit 69 Pastoral letters regarding Campus Ministry 1980-85

1990 Exhibit 70 Campus Ministry Goals Evaluation
 1990 Exhibit 72 File M.O.V.E. Newsletters
 1990 Exhibit 73 Samara, the "Quad" Proposal 1987
 1990 Exhibit 74 Campus Culture Survey of Freshmen 1988 & 1990
 1990 Exhibit 75 Long-Range Plan 1990-91
 1990 Exhibit 76 Budget Priorities 1990-91
 1990 Exhibit 82 Adm. Staff Manual 1987
 1990 Exhibit 83 Project list. 1982-89
 1990 Exhibit 84 Schedule of College Buildings 1988
 1990 Biology Dept. - biographical fact sheet
 1990 Business Adm. - biographical fact sheet
 1990 Center for International Programs - biographical fact sheet
 1990 Chemistry Dept. - biographical fact sheet
 1990 Classics/ Humanities Dept. - biographical fact sheet
 1990 Computer Science Dept. - biographical fact sheet
 1990 Economics Dept. - biographical fact sheet
 1990 Education Dept. - biographical fact sheet
 1990 English Dept. - biographical fact sheet
 1990 Fine Arts Dept. - biographical fact sheet
 1990 History Dept. - biographical fact sheet
 1990 Journalism Dept. - biographical fact sheet
 1990 Math Dept. - biographical fact sheet
 1990 Modern Languages Dept. - biographical fact sheet
 1990 Physics Dept. - biographical fact sheet
 1990 Philosophy Dept. - biographical fact sheet
 1990 Political Science Dept. - biographical fact sheet
 1990 Psychology Dept. - biographical fact sheet
 1990 Religious Studies Dept. - biographical fact sheet
 1990 Sociology Dept. - biographical fact sheet
 1990 Exhibit 85 Custodial Handbook
 1990 Exhibit 87 CMDS Computer Services Evaluation 1989-90
 1990 Dept. of Economics – Syllabi
 1990 Computer Science Dept. – Syllabi
 1990 Classics/ Humanities Dept. – Syllabi
 1990 Chemistry Dept. – Syllabi
 1990 Center for International Programs – Syllabi
 1990 Business Adm. Dept. – Syllabi
 1990 Biology Dept. – Syllabi
 1990 Education Dept. – Syllabi
 1990 English Dept. – Syllabi
 1990 Sociology Dept. – Syllabi
 1990 Philosophy Dept. – Syllabi
 1990 Fine Arts Dept. – Syllabi
 1990 History Dept. – Syllabi
 1990 Journalism Dept. – Syllabi
 1990 Math Dept. – Syllabi
 1990 Modern Languages Dept. – Syllabi
 1990 Psychology Dept. – Syllabi
 1990 Religious Studies Dept. – Syllabi
 1990 Political Science Dept. – Syllabi
 1990 Physics Dept. – Syllabi
 1990 Chapter 1 – Mission Statement
 1990 Chapter 2 – Organizational/ Governance (folder 1)
 1990 Chapter 2 – Organizational/ Governance (folder 2)
 1990 1980 Materials relating to issues raised over governance

Box 3

1990 Chapter 3 Board of Trustees self-evaluation
1990 Board of Trustees self-study 1989 (folder 1)
1990 Board of Trustees self-study 1989 (folder 2)
1990 Chapter 4 Undergraduate curriculum plan
1990 Curriculum committee minutes
1990 Chapter 5 Undergraduate Dept. assessment
1990 Chapter 6 Co-curriculum learning (internship and study abroad)
1990 Dept. chairpersons agendas and minutes
1990 Departmental report – Aerospace Studies
1990 Departmental report – Biology
1990 Departmental report – Business Administration and Accounting
1990 Departmental report – Chemistry
1990 Departmental report – Classics and Humanities
1990 Departmental report – Computer Science
1990 Departmental report – Economics
1990 Departmental report – Education
1990 Departmental report – English
1990 Departmental report – Fine Arts
1990 Departmental report – History
1990 Departmental report – Journalism
1990 Departmental report – Mathematics
1990 Departmental report – Modern Languages
1990 Departmental report – Philosophy
1990 Departmental report – Physics
1990 Departmental report – Political Science
1990 Departmental report – Psychology
1990 Departmental report – Religious Studies
1990 Departmental report – Sociology
1990 Academic advising – Bolduc
1990 Chapter 7 Assessment
1990 Institutional research information fact book
1990 Chapter 8 International Programs
1990 Chapter 10 Special activities
1990 Chapter 11 Library resources
1990 Chapter 12 Academic computer support
1990 Chapter 13 Continuing education and summer session
1990 Chapter 14 Faculty evaluations
1990 Chapter 15 Honors and ID courses
1990 Chapter 15 Freshmen studies
1990 Chapter 15 Interdisciplinary studies
1990 Chapter 16 Faculty professional growth
1990 Chapter 16 Teaching resource group
1990 Chapter 17 Faculty policies
1990 Faculty welfare committee
1990 Chapter 18 Enrollment management
1990 Chapter 19 Campus culture task force
1990 Chapter 20 Student resource center
1990 Chapter 21 Campus Ministry
1990 Chapter 22 M.O.V.E.
1990 Chapter 23 Health services
1990 Chapter 24 Athletic task force
1990 Chapter 25 Residential life
1990 Chapter 26 Student association
1990 Chapter 27 Student activities
1990 Chapter 28 Records, publications, ethics
1990 Chapter 29 Food service

- 1990 Chapter 30 Student development issues and policies
- 1990 Chapter 31 Media Board
- 1990 Chapter 32 Due process/ Judicial review
- 1990 Chapter 33 Human resources
- 1990 Chapter 34 Physical facilities
- 1990 Chapter 35 Adm. Computer Support (3)

Box 4

- 1990 Chapter 36 Financial Resources
- 1990 Chapter 37 Institutional Advancement
- 1990 Chapter 38 Financial Aid
- 1990 Chapter 38(cont'd) Financial Aid Supplement
- 1990 Chapter 39 Strategic Plan
- 1990 SMC Strategic Planning Binder – Intro.
- 1990 SMC Strategic Planning Binder – Assessment
- 1990 SMC Strategic Planning Binder – Enrollment and Financial Aid
- 1990 SMC Strategic Planning Binder – Human Resources
- 1990 SMC Strategic Planning Binder – Library
- 1990 SMC Strategic Planning Binder – Computerization
- 1990 SMC Strategic Planning Binder – Financial Plan
- 1990 SMC Strategic Planning Binder – Development
- 1990 SMC Strategic Planning Binder – The Adm. Staff Handbook
- 1990 SMC Strategic Planning Binder – overall plan
- 1990 Newsletters for Self-Study
- 1990 Materials pertaining to 1980 Self-Study Committee and their work
- 1990 Self Study first draft
- 1990 Self Study second draft (1)
- 1990 Self Study second draft (2)
- 1990 Way we were (Self study final draft A)
- 1990 St. Michael's College Self-Study booklet- 1st edition
- 1990 St. Michael's College Self-Study
- 1990 Copies of material for Self-Study booklets
- 1990 Self-Study Report and Review Dec. 12, 1989
- 1990 Edition of Self-Study used for Planning Day Jan. 1990
- 1990 NEASC Self-Study Steering Committee
- 1990 Accreditation handbooks NEASC (3 copies)
- 1990 NEASC visit

10.4

NEASC 2000

[Box 1]

Committee and Program Self-Appraisals:

- 2000 Final Report of the NEASC Evaluation Team
- 2000 NEASC Site Visit: March 12-15, 2000
- 2000 SMC Factual Response to NEASC Draft Report: April 20, 2000
- 2000 Academic Affairs Council
- 2000 Academic Internship Program
- 2000 Academic Review Board
- 2000 (Vice President for) Administration and Treasurer
- 2000 Admission Committee
- 2000 (Office of) Admission
- 2000 (Office of) Alcohol Education
- 2000 Art Committee
- 2000 Art Department
- 2000 Associate Dean for Academic Affairs
- 2000 Associate Dean of the College
- 2000 Athletic Department

2000 Athletic Department Athletic Advisory Board
 2000 Athletic Department Student Athlete Advisory Council
 2000 Athletic Hall of Fame Committee
 2000 Biochemistry Major
 2000 (Department of) Biology
 2000 Business Administration and Accounting Department
 2000 Business Office
 2000 Center for Social Science Research
 2000 Chemistry and Physics Department
 2000 Classics and Humanities Department
 2000 (Department of) Computer Science
 2000 Curriculum and Education Policy Committee
 2000 Dean of the College
 2000 Dean's Council
 2000 East Asian Studies
 2000 (Department of) Economics and Geography
 2000 Edmundite Advisory Board
 2000 Edmundite Campus Ministry
 2000 Edmundite Trust Fund
 2000 Education Department
 2000 Educational Technology Department
 2000 Engineering Program
 2000 English Department
 2000 Enrollment Management Committee
 2000 Environmental Science Major
 2000 Environmental Studies Minor
 2000 Faculty Assembly and Executive Committee
 2000 Faculty Colloquium in the Humanities
 2000 Faculty Consultants in Academic Technology
 2000 Faculty Council
 2000 Faculty Development Committee
 2000 Faculty Evaluation of Administrators Committee
 2000 Faculty Welfare Committee
 2000 Financial Aid Office
 2000 Financial Planning and Budget Management
 2000 Fine Arts Department: Music
 2000 Fine Arts Department: Theatre
 2000 First Year Seminar Program
 2000 Gender/Women's Studies
 2000 Geography Program
 2000 Graduate Program in Clinical Psychology
 2000 Graduate Theology and Pastoral Ministry Program
 2000 History and American Studies Department
 2000 Honors Committee
 2000 Human Development Program
 2000 Human Resources Department
 2000 Human Resources Department The Benefits Committee
 2000 Human Resources Department The Child Care Center
 2000 Human Resources Department The Employee Wellness Committee
 2000 Human Resources Department The Multicultural Committee
 2000 Human Resources Department The Pension Advisory Committee
 2000 Human Resources Department The Personnel Advisory Committee
 2000 (Vice President for) Institutional Advancement
 2000 Journalism and Mass Communication
 2000 Judicial Affairs
 2000 Library and Information Services

2000 Library and Instructional Materials Committee
2000 Liturgy Committee
2000 Management and Leadership Program
2000 Masters of Science in Administration
2000 Mathematics Department
2000 Media Board
2000 Medieval Studies Minor
2000 Modern Languages and Literature Department
2000 M.O.V.E. Program (Mobilization of Volunteer Efforts)
2000 Multicultural Student Affairs Office
2000 New Student Programs and Development
2000 Peer Tutoring Program
2000 Philosophy Department
2000 Physical Plant Department
2000 (Saint Michael's) Playhouse
2000 Political Science Department
2000 Prevel School Marketing

Box 2

2000 Committee and Program Self-Appraisals: (Continued)

2000 Project Links
2000 Provost/Vice President for Academic Affairs
2000 Psychology Department
2000 Purchasing and Auxiliary Services
2000 Religious Studies Department
2000 Residence Life
2000 Retention Committee
2000 Room Selection/Housing Operations Committee
2000 Safety and Security Department
2000 School of International Studies (3 folders)
2000 Sociology and Anthropology Department
2000 Sophomore Development Office
2000 (Committee on) Spirituality and the Intellectual Life
2000 Strategic Planning Committee
2000 Student Activities Office
2000 (Vice President of) Student Affairs
2000 Student Health Services
2000 Student Services Program
2000 Study Abroad Program
2000 Teaching Resource Committee
2000 Technology Steering Committee
2000 (The Rabbi Max B.) Wall Endowment for Jewish Studies
2000 Women's Caucus
2000 Writing Center

Other Supporting Documents:

2000 Academic Policies-Associate Dean's Office
2000 Accreditation Newsletters
2000 Admission Brochures
2000 Admission Student Profile: 1999-2000
2000 Articulation Agreements for Off-Campus Programs
2000 Athletics Program Institutional Information
2000 Audit Reports: 1990-1999
2000 Board of Trustees Meetings Minutes
2000 Board of Trustees Profile
2000 Bylaws of the College
2000 Campaign Feasibility Study-June 4, 1999
2000 Campus-wide Survey Instruments

- 2000 Characteristics of Peer and Aspirant Schools
- 2000 Class and Final Exam Schedules-Fall 1999
- 2000 "The Class of 1992" A Profile of Graduates of Saint Michael's College"
- 2000 Dashboard Indicators-February
- 2000 The Defender- Student Newspaper
- 2000 Deferred Maintenance Needs
- 2000 Design for Learning Classroom Foundations
- 2000 Enrollment Task Force Report

Box 3

Other Supporting Documents: (Continued)

- 2000 *Ex Corde Ecclesiae* Papal Document
- 2000 Faculty Assembly Bylaws
- 2000 Faculty Assembly Minutes: 1998-1999
- 2000 Faculty Curriculum Vitae (5 folders in Dean's Office)
- 2000 (The) Faculty Regulations and Manual
- 2000 Faculty Scholarly and Artistic Achievements in 1998-1999
- 2000 Fifth-Year Interim Report-January 1995
- 2000 Financial Planning and Analysis: 1999-2000
- 2000 Financial Statements: 1990-1999
- 2000 Format for Unit-Program and Committee Self-Appraisals
- 2000 Founders Hall-Alumni Publication
- 2000 Grade Distribution Reports
- 2000 Graduate Course Syllabi (2 folders in Graduate Office)
- 2000 Graduate Programs Catalogue: 1999-2001
- 2000 IPEDS Completions and Enrollment Surveys-Fall 1999
- 2000 IPEDS Graduation Rate Survey-1999
- 2000 IRS Form 990: 1998
- 2000 IRS Form 990: 1997
- 2000 IRS Form 990: 1996
- 2000 IRS Form 990: 1995
- 2000 IRS Form 990: 1992-1994
- 2000 IRS Form 990: 1990-1991
- 2000 (The) Knowledge Center Concept
- 2000 Leadership Giving Brochure
- 2000 Management Letters: 1990-1999
- 2000 Marketing Material
- 2000 Mission: Learning in the Edmundite Tradition
- 2000 M.O.V.E. Activities
- 2000 NEASC Material (Guide and Standards)
- 2000 Personnel Directory: 1999-2000
- 2000 Personnel Handbook-1996
- 2000 Policies and Programs
- 2000 Presentations-Lectures Sponsored by Saint Michael's College in 1998-1999
- 2000 Presidential Planning Documents
- 2000 Public Notification of NEASC Accreditation
- 2000 Registrar's Enrollment Report-Fall 1999
- 2000 Report of Gifts: 1998-1999
- 2000 SMC Catalogue: 1999-2001
- 2000 "SMC Students Reflect on the Mission"
- 2000 Saint Michael's College 2004: Strategic Vision
- 2000 Self-Study Committee Meetings Minutes and Agendas
- 2000 Self Study Committee Members
- 2000 (1990) Self-Study Report
- 2000 (The Year 2000) Self-Study Report
- 2000 Strategic Goals and Operating Objectives
- 2000 Strategic Plan: The School of International Studies

2000 Student Association Constitution: 1999-2000
2000 Student Association Meetings Minutes: 1999-2000
2000 Student Handbook: 1999-2000
2000 Student Retention Rates Survey
2000 Students Services Orientation
2000 Undergraduate Course Syllabi-Fall 1999 (2 folders in Dean's Office)