

Phases of the Self-Study Process with Tasks and Roles

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- **training and consulting**
 - **receive charge**
 - **review context**
 - **consider criteria**
 - **data inventory**
 - **data collection**
 - **identify collaborators**
 - **clarify unit boundaries**
 - **identify consultants**
 - **clarify role of consultants**
 - **identify writer**
 - **clarify other's roles**
 - **department consensus**
 - **set meeting strategy**
 - **set process & schedule**
 - **VP/dean review**

- **review goals/standards**
- **affirm mission, vision, values, & goals**
- **collect outcomes & assessment results**
- **compile & analyze data**
- **fill in the holes**
- **synthesize evidence**
- **reflection**
- **writing**
- **editing**
- **VP/dean feedback**
- **identify gaps**
- **identify strategic issues**
- **build action plans**
- **consider alternatives**
- **make choices/prioritize**
- **identify linkages**
- **editing**
- **revisions**
- **VP/dean response & strategic recommendations**

- **SS + VP/dean response to evaluation committee**
- **final edits by dept**
- **evaluation committee endorsement**
- **administrative decision/closure**
- **VP/Provost review**
- **forward to President to IPC**