Office of Student Services
MONROE COMMUNITY COLLEGE

2020 CAS Self-Assessment

Offices Participating in the 2020 Student Services CAS Self-Assessment Cycle:
- Educational Opportunity Program (EOP)
- Health Services
- Housing and Residence Life
- Student Services Downtown Campus
- Testing Services

2020 Timetables:

By late September	• A2VP finalizes departments to undergo CAS self-assessment. • A2VP identifies appropriate SAG for each participating department. • A2VP shares timetables for CAS self-assessment with directors. • Directors identify facilitators.
By early October	• Facilitators meet with A2VP to review roles and expectations.
October - December	• Facilitators begin collecting documentation for CAS self-assessment and share on M-Drive (M-Drive/MCC/Teams/CAS). • A2VP schedules weekly follow-up meetings with the facilitators to answer questions, clarify ratings, and discuss documentation in preparation for team meetings. • A2VP requests volunteers for assessment teams.
February	• A2VP finalizes assessment teams. • A2VP schedules a meeting for volunteers to review roles and expectations for self-assessment team meetings. • The assessment team (A2VP, facilitator, and volunteers) begins regular weekly meetings to review documentation and complete the SAG.
By late May	• Assessment team meetings complete.
By late June	• A2VP creates final report and shares with director, vice president, and associate vice president (if applicable).
By late September	• Directors finalize action plans based on the final report and self-assessment recommendations.
October	• Directors enter action plans into Compliance Assist as a three-year strategy and track progress according to Compliance Assist reporting requirements until next self-assessment.