

Wilkes Middle States Collection, 1949-present

23.01

28 Boxes (2 half size boxes, 25 document boxes, 1 legal box)

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Acquisition: The Middle States files have been transferred from all over campus, specifically the President's Office, Institutional Research department, and other administrative offices and brought over by Dr. Cox in the early 2000s through 2010s. Librarian Elizabeth Sullivan indicated that these files were officially transferred in 2013 by various parties such as Paul Adams, John Stachacz, and other administrators. Some of the materials were basic processed by Suzanna Calev in 2018-2020, and eventually fully processed by Jessica Van Orden in Fall 2026.

Access:

full permission access is available to
Office of Institutional Research
The President's Office
The Provost's Office

research access will be available to other administrative departments on a case by case basis, such as Academic Affairs, Student Affairs & Student Success, Admissions Office, the Finance Office, Bursar, Student Financial Services, etc.

Provenance: It is uncertain who donated these materials to the archives but it is likely that a variety of administrative and academic departments transferred the materials to the archives from the 2000s to present. Librarian Elizabeth Sullivan kept accession records that indicate some of the financial and academic materials were transferred by Paul Adams and John Stachacz in 2013.

Historical Sketch:

The Middle States Commission on Higher Education (MSCHE) accreditation process is a recurring eight-year cycle, prior to September 1, 2018 a ten-year cycle, of institutional academic evaluation and peer review designed to ensure educational quality and grant an institution their accreditation. The process was started in 1919 with the formal formation of its first commission. Wilkes University was first granted accreditation in 1937 as Bucknell University Junior college and would later include its designation from Wilkes College to Wilkes University in 1990. In this process, participating institutions form multiple campus-wide committees to inspect its operations, gather data, and appraise their overall institutional effectiveness in order to create a Self-Study Report. This report is the foundation of the accreditation process, heavily structured around demonstrating the institution's compliance with MSCHE's core Standards for Accreditation and Requirements of Affiliation, which consider aspects such as the college's mission, student learning outcomes, support services, and governance.

The [seven MSCHE Standards for Accreditation](#) are the same core criteria that every institution must demonstrate in their report:

Standard I: Mission and Goals requires an institution to have a clearly defined mission and achievable goals guiding its operations, reflect its character, and focus on student outcomes.

“The institution’s mission defines its purpose within the context of higher education, the students it serves, and what it intends to accomplish. The institution’s stated goals are clearly linked to its mission and specify how the institution fulfills its mission.”

Standard II: Ethics and Integrity requires that the college conduct all operations with honesty, fairness, and transparency, specifically concerning its marketing, human resources departments, and treatment of students.

“Ethics and integrity are central, indispensable, and defining hallmarks of effective higher education institutions. In all activities, whether internal or external, an institution must be faithful to its mission, honor its contracts and commitments, adhere to its policies, and represent itself truthfully.”

Standard III: Design and Delivery of the Student Learning Experience focuses on the curriculum, assessing the college's degree programs and ensuring that they are rigorous, coherent, and taught by qualified faculty.

“An institution provides students with learning experiences that are characterized by rigor and coherence at all program, certificate, and degree levels, regardless of instructional modality. All learning experiences, regardless of modality, program pace/schedule, level, and setting are consistent with higher education expectations.”

Standard IV: Support of the Student Experience considers the institution’s student services, looking at how effectively they recruit, admit, advise, and retain students in their success.

“Across all educational experiences, settings, levels, and instructional modalities, the institution recruits and admits students whose interests, abilities, experiences, and goals are congruent with its mission and educational offerings. The institution commits to student retention, persistence, completion, and success through a coherent and effective support system sustained by qualified professionals, which enhances the quality of the learning environment, contributes to the educational experience, and fosters student success.”

Standard V: Educational Effectiveness Assessment requires the institution to show their successes by regular testing and measure of what students have learned and using that data to improve teaching methods.

“Assessment of student learning and achievement demonstrates that the institution’s students have accomplished educational goals consistent with their program of study, degree level, the institution’s mission, and appropriate expectations for institutions of higher education.”

Standard VI: Planning, Resources, and Institutional Improvement focuses on the institution’s financial health and physical infrastructure, ensuring that their resources are directly tied to strategic planning and long-term stability.

“The institution’s planning processes, resources, and structures are aligned with each other and are sufficient to fulfill its mission and goals, to continuously assess and improve its programs and services, and to respond effectively to opportunities and challenges.”

Standard VII: Governance, Leadership, and Administration ensures the institution’s transparent, effective leadership structures, including independent governing boards and qualified administrators.

“The institution is governed and administered in a manner that allows it to realize its stated mission and goals in a way that effectively benefits the institution, its students, and

the other constituencies it serves. Even when supported by or affiliated with a related entity, the institution has education as its primary purpose, and it operates as an academic institution with appropriate autonomy.”

With this report complete, a visiting team of peer evaluators from other institutions is invited to the campus so they may interview faculty, staff, and students to verify the findings in their own Report of the Visiting Team. After this stage, a final, formal review is conducted by the Commission, which considers the institution’s self-study report alongside the peer review recommendations of the visiting team to officially reaffirm the accreditation status of said institution and ensure their continued commitment to improvement.

Other than the Self-Study Report, there are two other reports pertaining to the accreditation process:

The Periodic Review Report is an interim, milestone report that is designed to provide retrospective, current, and prospective institutional data that proves its continued meeting of the standards, as well as the financial and operational stability between the official self-studies submitted each eight year cycle. These were typically submitted at a five year interval during the ten year cycle process. This report was renamed the “Mid-Point Review,” during the transition in 2018 to an eight-year cycle, but has since been [removed as a requirement for accreditation by the MSCHE in 2023](#).

The Follow-up Report is a report requested by the Commission to address particular areas of concern, potential non-compliance, or recommendations with targeted data. These reports are given with a strict deadline by the Commission and are meant to prove that the institution has worked to correct the specific highlighted deficiencies.

Series Descriptions:

The Wilkes Middle States collection, 1949-present is arranged into nine series, Series I: 1937 Cycle, Middle States Review Report, earliest-1937, Series II: 1950 Cycle, Middle States Review Report, 1949, Series III: 1960 Cycle, Middle States Review Report, 1955-1960 Series IV: 1970 Cycle, Middle States Review Report, 1961-1970, Series V: 1980 Cycle, Middle States Review Report, 1971-1980, Series VI: 1990 Cycle, Middle States Review Report, 1982-1990, Series VI: 2000 Cycle, Middle States Review Report, 1991-2000, Series VII: 2010 Cycle, Middle States Review Report, 2001-2010, and Series IX: 2020 Cycle, Middle States Review Report, 2012-2020. The series are arranged chronologically and contain a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

Series I: 1937 Cycle, Middle States Review Report, earliest-1937

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Box 1

[none]

Series II: 1950 Cycle, Middle States Review Report, 1949 (arranged chronologically)

Series II: 1950 Cycle, Middle States Review Report, 1949 is arranged chronologically, and contains a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

Box 1

1.1: Wilkes College: Data Presented for Consideration of the Commission on Institutions of Higher Education, Middle States Association of Colleges and Secondary Schools, 1949

1.2: Middle States: Two Reports of the Inspection of Wilkes College for the Commission on Higher Institutions of the Middle States Association of Colleges and Secondary Schools, 1949 March

Series III: 1960 Cycle, Middle States Review Report, 1955-1960 (arranged chronologically)

Series III: 1960 Cycle, Middle States Review Report, 1955-1960 is arranged chronologically, and contains a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

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1.1a: Projecting the Past, Report of the Advisory Committee of the Middle States Association, 1955

- 1.1b**: Wilkes College: Twenty Fifth Anniversary Development Program, [ca. 1955]
- 1.1c**: Increases in Assets Owned by Wilkes College, Ranging from 1933-1950, [ca. 1955]
- 1.2**: Final Report of the Committee on Advisement, Guidance, and Health, [ca. aft. 1958]
January 19
- 1.3**: Purposes and Objectives of Wilkes College, [ca. 1959]
- 1.4**: Middle States: Report of a Special Evaluation of Wilkes College, 1955 February 17-18
- 1.5**: Middle States Association: Evaluation Report, 1960 February 14-17

Series IV: 1970 Cycle, Middle States Review Report, 1961-1970 (arranged chronologically)

Series IV: 1970 Cycle, Middle States Review Report, 1961-1970 is arranged chronologically, and contains a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

Box 1

- 1.1**: Middle States Materials: Luzerne County Pharmaceutical Association, Inc., 1961-1974
- 1.2**: Narrative College Science Improvement Proposal, by Roselle, [ca. 1966-1967]
- 1.3**: Wilkes College Faculty Roster, 1967-68
- 1.4**: Registration Schedule and Course Listings Email for the Fall Semester, 1968-1969, by B. Hopkins Moses to Day Enrolled Students, 1968 September.
- 1.5**: Middle States Association, Reports and Memorandums, 1968 September 16-1975 November 25
- 1.6**: List of Ticket Holders, Farley Testimonial Dinner, [1969]
- 1.7**: Middle States Association, Case Study, Reports, and Memorandums, 1969 January 21-November 21
- 1.8a**: Middle States: Administrative and Faculty Structure at Wilkes College as it Affects Curricular Innovation and Interdisciplinary Program Planning, with Memorandum from Francis Michelini, 1970 February 2.
- 1.8b**: Middle States: The Undergraduate Liberal Arts Core Curriculum as it Relates to Contemporary Knowledge, with Memorandum from Francis Michelini, 1970 February 11.
- 1.8c**: Middle States: The Graduate Program, with Memorandum from Francis Michelini, 1970 February 26

Series V: 1980 Cycle, Middle States Review Report, 1971-1980 (arranged chronologically)

Series V: 1980 Cycle, Middle States Review Report, 1971-1980 is arranged chronologically, and contains a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

Box 1

1.1: Middle States Case Study, with Cover Letter from Francis J. Michelini, 1970 March 13, and Memorandum to Presidents of Member and Associated Institutions, 1971 July 1

1.2: Wilkes College, New Trends 1970-1972, 1972 June, with Correspondence by Eugene S. Farley, 1972 March 20-May 15.

1.3a: Middle States: Information on Weckesser's Hall, [ca. aft. 1972]

1.3b: Middle States: Information on Weckesser's Hall, Legal, [ca. aft. 1972] **[removed to legal box #1]**

1.4: Middle States Materials: Luzerne County Pharmaceutical Association, Inc., Meeting Minutes, 1974-1987

1.5: Middle States: Fact Book #1, Meeting of the Board of Trustees, 1975 October 10

1.6: Middle States: Fact Book #2, Meeting of the Board of Trustees, 1975 December 12

1.7: Middle States: Fact Book #3, Meeting of the Board of Trustees, 1976 March 12

1.8: Middle States: Fact Book #4, Meeting of the Board of Trustees, 1976 May 7

1.9: Middle States: Fact Book #5, Meeting of the Board of Trustees, 1976 October 23

1.10: Middle States: Minutes of the Meeting of the Steering Committee on the Goals of the College, 1976 July 28-1977 April 1

1.11: Middle States: Interim Report of The Steering Committee on the Goals of the College, Submitted by Ben Badman, 1977 February 25

1.12a: Middle States, Goals of the College Steering Committee: Task Force Recommendations Concerning the Implementation of the Mission Statement, 1977 February 28

1.12b: Middle States, Goals of the College Steering Committee: Task Force Recommendations Concerning the Implementation of the Mission Statement, 1977 March 3

1.13: Middle States: Fact Book, Meeting of the Board of Trustees, 1977 March 11

1.14: Middle States: Two Drafts of the Goals of the College Report, Submitted by Ben Badman, 1977 March 16

1.15: Middle States Evaluations, Reports and Memorandums, 1977 March 16-1978 December 27

1.16: Middle States Association Reaccreditation Self-Study Report: Institutional Data Digest, 1977 Fall.

Box 2

- 2.1:** Middle States: Report, Correspondence, and Supporting Materials for Accreditation, Student and Student Life Committee Report, 1977 September 6-1979 March 22
- 2.2:** Characteristics of Excellence in Higher Education, Commission on Higher Education, Middle States Association of Colleges and Schools, 1978
- 2.3a:** Excerpt from the Handbook for Institutional Self-Study and/or Characteristics of Excellence in Higher Education and Standards for Middle States Accreditation, with Memorandum from [Robert S.] Capin, 1978 July 18
- 2.3b:** Committee Structure for Accrediting, 1978 October 6
- 2.4:** The Middle States Evaluation and Accreditation Process, and Memorandum's of the Goals Committee Meeting, 1978 January 6-August 18
- 2.5:** Financial Statements and Supplemental Schedules and Commentary for the Year Ended and Auditors' Opinion, by Cavalari, Coombs, McHale & Company, 1978 May 31.
- 2.6:** Middle States: Handbook for Institutional Self-Study, 1977, Second Printing, 1978 March
- 2.7a:** Supporting Documents for Middle States Review, 1972, Act 224, Section 1317 (f), "The State Board of Education shall adopt and periodically review and revise a master plan for higher education..." 1972 October 18, Printed Copy, 1978 August 21
- 2.7b:** Supporting Documents for Middle States Review, The 1978 Master Plan for Postsecondary Education in Pennsylvania, Draft IV, 1978 September 19
- 2.8:** Wilkes College Public Relations Office, Wilkes Accreditation, [ca. 1978-1979]
- 2.9:** Middle States Evaluations, Reports from Six Committees: Steering; Goals, Outcomes, and Programs; Student and Student Life; Teaching; Faculty and Governance; and Organizational Resources & Finance, 1979 January-March 30 (2/3)
- 2.10:** Middle States, Student and Student Life Committee Interim Report, 1979 January 18

Box 3

- 3.1:** Middle States: Wilkes College Preliminary Budget for the Fiscal Year Ending May 31, 1980, 1979 February 15
- 3.2:** Middle States Evaluations, Reports from Six Committees: Steering; Goals, Outcomes, and Programs; Student and Student Life; Teaching; Faculty and Governance; and Organizational Resources & Finance, 1979 April 2-December 13 (3/3)
- 3.3:** Final Report of the Teaching Committee of the Accreditation Self-Study, 1979 April 2, with Correspondence from Samuel Merrill, 1799 April 23
- 3.4:** Wilkes College: Middle States Association Reaccreditation Report, Self Study, 1979 Fall
- 3.5:** Middle States, Self-Study Report, Originals, 1979
- 3.6:** Middle States, Self-Study Report, Draft, Revision, 1979 Fall

Box 4

4.1: Middle States, Self-Study Report, Draft, Second Revision, 1979 Fall

4.2: Wilkes University Master Plan, Draft, by Bohlin Cywinski Jackson Architects, [ca. 1979 November]

4.3: Middle States Accreditation: Report, Correspondence, and Supporting Materials for the Luncheon Meeting with Dr. [Robert K.] Ackerman, 1979 November 5, with Correspondence to Robert S. Capin, 1979 November 9-1980 January 16.

4.4: Report to the Faculty, Administration, Trustees, and Students of Wilkes University, by an Education Team Representing the Middle States Commission on Higher Education, after the Visiting Team on 1979 November 4-7, with Memorandum from Robert S. Capin to Robert K. Ackerman, 1979 December 10

4.5a: Response to the Report of an Evaluation Team Representing the Commission on Higher Education of the Middle States Association of Colleges and Schools, 1980 January 10

4.5b: Wilkes College: Financial Responsibilities of Governing Boards of Colleges and Universities, [ca. 1980 January 10]

4.5c: Wilkes College Faculty Data, 1978-1979, [ca. 1980 January 10]

4.5d: Middle States: Development of Institutional Research and Information Systems Management, [ca. 1978-1979]

4.5e: Middle States: Confidential Evaluation of Wilkes College for The Commission on Institutions of Higher Education of the Middle States Association, 1970 July 1, with Letter from Robert Ackerman Dean of Drew College to Bob Capin, President of Wilkes College, 1908 February 18

4.5f: Middle States: Supporting Documents, Correspondence from/to Various Parties, 1980 January 14-1980 October 27

4.6: Report to the Faculty, Administration, Trustees, and Students of Wilkes University, by an Education Team Representing the Middle States Commission on Higher Education, after the Visiting Team on 1979 November 4-7, and Response to the Report, with Memorandum from Robert S. Capin to the President's Staff, 1980 January 16.

Series VI: 1990 Cycle, Middle States Review Report, 1982-1990 (arranged chronologically)

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Box 1

- 1.1a:** Middle States, Degrees Awarded by Major, 1978-1987, and Enrollment for Fall Terms, 1982-1987
- 1.1b:** Wilkes University, University Application File, Draft, with National Faculty Salary Survey, 1987-1988
- 1.2:** Fiftieth Anniversary Materials, Wilkes College, 1982 September-1983 May 7
- 1.3:** Middle States: Chapter 40-10 (PA State Bd/Edu: Institutional Approval), [ca. aft. 1982]
- 1.4:** Office of Institutional Research Report, Major Trends and Income Levels, Presented by Joseph T. Bellucci, 1984 August
- 1.5:** Middle States, Effective Budgeting in Continuing Education, Gary Matkin, Published 1985 (1/2)
- 1.6:** Middle States, Effective Budgeting in Continuing Education, Gary Matkin, Published 1985 (2/2)
- 1.7:** Division of Graduate Studies and Continuing Education, Periodic Review Report, 1985 February 12, with Correspondence and Proposed Schedule, 1984 October 11-1985 January 21
- 1.8:** Middle States, A Second Evaluation of A Program of Graduate Education Courses Offered by Wilkes College, Draft by Marvin Farbstein, George Linderman, and Richard Ruopp, 1984 November 3
- 1.9:** Transcript of the Exit Interview with Middle States Evaluation Team, 1984 October 13, with Correspondence from "Dick" to Christopher [Breiseth], [19]84 November 4
- 1.10:** Wilkes College Polish Room Pamphlet, 35th Anniversary, 1950-1985, [ca. 1985]
- 1.11:** Middle States, Periodic Review Report, Presented by Wilkes College, (2 copies), 1985 April 15
- 1.12:** Middle States: Documentation, Correspondence, and Reports, 1985 July 1-1995 May 23
- 1.13a:** Middle States: University Status Materials, Memorandum from Philip R. Tuhy to Christopher Breiseth, President, 1985 September 25
- 1.13b:** Middle States: Change of Designation from College to University, Draft, from Wagiha Taylor to George Waldner, 1987 November 24, with Correspondence from Waldner to William Stone, 1987 November 30
- 1.14a:** Middle States, Plan of the Marts Sports & Conference Center, by Bohlin, Powell, Larkin, Cywinski, 1985 October
- 1.14b:** Middle States, Plans of the Marts Sports & Conference Center, [ca. 1991 December 2]
- 1.14c:** Middle States, Letters and Media Regarding the Marts Sports & Conference Center, 1989 January 4-1995 November 7
- 1.14d:** Middle States, Usage Guide and Opening of the Marts Sports & Conference Center, 1988 December 29-1988 November 17

Box 2

- 2.1:** Materials for the John Wilkes Club Dinner and the 20th Anniversary Celebration of the Dorothy Darte Center, 1985 October 23-[19]86 October

- 2.2:** Correspondence: Some thoughts, pro and con, about university status, from Keith Spalding to Christopher Breiseth, President, and others, 1985 November 29-December 15
- 2.3:** Middle States: Departmental Financial Statistics, Fiscal Years May 31, 1986 and 1985, [ca. 1986]
- 2.4:** Middle States: Memorandum from Rob Heaman to Ted Engel, et. al., Volunteers for a Committee to Seek University Status, 1986 March 24
- 2.5:** Middle States, Documents Regarding the Political Science and History Curriculums, 1986 October- 1988 June 29
- 2.6:** Middle States: Supporting Materials and Notes for Application for University Status, 1987-1988
- 2.7:** Correspondence and Meeting Minutes of the Faculty Development Overview Committee, 1987 November 18-1988 April 26
- 2.8:** Middle States: Correspondence to/from Various Parties, 1988 January 6-December 9
- 2.9:** Middle States: Self-study Preview from Middle States Executive Director, with Reports, and Correspondence from George Waldner, Vice President of Academic Affairs to William Stine, Professor of Chemistry, 1988 February 1
- 2.10:** Tribute to Richard Chapline Program, Photographs, and Poem by Alfred S. Groh, 1988 May 7
- 2.11:** Middle States: Materials for the University Status Report, with Correspondence from Lorna Darte to George Waldner, 1988 November 14.
- 2.12:** Application for Approval to Designate Wilkes College as Wilkes University, 1988 December 21 (1/3)
- 2.13:** Application for Approval to Designate Wilkes College as Wilkes University, 1988 December 21 (2/3)
- 2.14:** Application for Approval to Designate Wilkes College as Wilkes University, 1988 December 21 (3/3)
- 2.15:** Middle States: Wilkes' Application for Approval for Authorization to Designate as "Wilkes University," 1988 December 21
- 2.16:** Enrollment Numbers for Fall 1988, 9th Week of Classes, 1988 Fall
- 2.17:** Middle States Materials, Maps of the Central City, Wilkes-Barre, Pennsylvania, [ca. bef. 1989]
- 2.18:** Middle States: Wilkes College Sexual Harassment Policy Statement, [ca. bef. 1989]

Box 3

- 3.1:** Middle States Association, 1987-1989 Reports, [1989 May 4] (½)
- 3.2:** Middle States Association, 1987-1989 Reports, Appendixes A, B, D, E, F, and H, [1989 May 4] (2/2)
- 3.3:** Middle States: Correspondence to/from Various Parties, 1989 January 3-August 2

- 3.4:** Middle States: Report of the Institutional Self-Study Committee on Faculty, Draft, 1989 June 1 (1/2)
- 3.5:** Middle States: Report of the Institutional Self-Study Committee on Faculty, Draft with Appendixes, 1989 June 1 (2/2)
- 3.6:** Middle States: Institutional Self-Study, Admissions, Draft, 1989 June 22
- 3.7:** Report of the Visiting Team to Wilkes College: Proposal to Become Wilkes University, Correspondence from Warren D. Evans to Christopher Breiseth, 1989 July 13
- 3.8:** Middle States: Confidential, Initial Draft of the Wilkes College Visiting Team's Report, Prior to [Warren] Evans' Final Edit, 1989 July 13
- 3.9:** Middle States Materials, Reports, Statutes, and Memorandums, 1989 July 13-1990 February 13

Box 4

- 4.1:** Implementation of the Recommendations of the University Status Visiting Team, Draft, 1989 August.
- 4.2a:** Middle States: Wilkes Strategic Long-Range Plan, 1989-1994, Appendixes A-E, 1989 August
- 4.2b:** Middle States: Wilkes' Response to the Recommendations of the University Status Visiting Team, 1989 September, with Correspondence to/from Various Parties, 1989 September 1-11
- 4.3:** Middle States: Report of the Visiting Team, with Suggested Revisions, and Correspondence to/from Various Parties, 1989 August 4-25
- 4.4:** Implementing the Recommendations of the University Status Visiting Team, Wilkes Strategic Long-Range Plan, 1989-1994, with Correspondence from Christopher Breiseth to Faculty, 1989 September 26.
- 4.5:** Middle States Library Materials, Articles, Drafts, and Correspondence for the Creation of a Library Mission Statement and Outline for the Institutional Self-Study for Middle States, 1989 October-1999
- 4.6:** Middle States, Wilkes University Institutional Self-Study, with Notes, 1989 October
- 4.7a:** Middle States, Letter from Donald M. Carroll, Acting Secretary of Education to Christopher Breiseth, Transition of Wilkes College to Wilkes University, 1989 September 15, Received 1989 October 16
- 4.7b:** Middle States, Transition Materials, Letter and Cards of Congratulations, 1989 October 23-December 11
- 4.7c:** Middle States, Transition Materials, Proof of Publication, The Times Leader, 1990 January 18, and Filing of the Articles of Amendment for Wilkes College-Change of Name to Wilkes University, 1990 February 12, Received 1990 February 14
- 4.7d:** Middle States, Transition Materials, Invitations and Programs for the Wilkes University Celebration Dinner, 1990 February 15

Box 5

5.1: Middle States, Transition Materials, Letter and Cards of Congratulations, 1989 October 27-1990 August 2

5.2: Report to the Faculty, Administration, Trustees, and Students of Wilkes University, by an Education Team Representing the Middle States Commission on Higher Education, 1989 December 3-6.

5.3: Two Fast Fact Sheets, Wilkes University, [ca. 1990]

5.4: Report of the President, Wilkes University, 1990

5.5: Newspaper, Wilkes University, Report of Gifts, 1990-1991

5.6: CST 101 Materials: Library Worksheets, Student Assignments 1-3, Mrs. Lindgren, [ca. 1990]

5.7: CST 101 Materials: Course Outlines, Weekly Materials, Bibliography, and Course Evaluations, 1990 August 2-December 12

5.8: CST 101 Materials: Course Notes, Weeks 1-10, and Correspondence, [1990] September 7-November 13

5.9: Middle States: Beacon Letters to the Editor, 1990 September 26

5.10: Middle States: Drug Free Schools and Communities, Public Law and Administrative Policy, 1990 September 28

5.11: Publication, Wilkes University vs Wesley College, 1990 October 6

5.12: CST 101 Materials: Student Career-Study Plans, Journal Entries, Final Exams, and Grades, 1990 November 2-9

Series VII: 2000 Cycle, Middle States Review Report, 1991-2000 (arranged chronologically)

Series VII: 2000 Cycle, Middle States Review Report, 1991-2000 is arranged chronologically, and contains a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

Box 1

1.1: Designs for Excellence: handbook for institutional study, Commission on Higher Education, Middle States Association of Colleges and Schools, 1991

1.2: Middle States: Sexual Harassment Policy, 1992 June 23

1.3: Middle States: Wilkes University Faculty Handbook, 17th Ed., 1992 August

1.4: Memorandum from Walter Placek to Umid R. Nejib, Dean, Concerning a Suitable Remembrance of V.B. Hall, 1993 April 15

- 1.5:** Correspondence to/from Various Parties, 1993 August 9-December 20
- 1.6:** Characteristics of Excellence in Higher Education, Commission on Higher Education, Middle States Association of Colleges and Schools, 1994
- 1.7:** Correspondence to/from Various Parties, 1994 January 17-1995 December 11
- 1.8:** Correspondence Pertaining to Capital Campaign and Endowment Sections of the Middle States Periodic Review Report, from Carl. J. Charnetski to Thomas Hadzoe, 1994 September 1.
- 1.9:** Transitions: Reflections and Predictions, A Special Report of the Executive Director 1974-1995, Commission on Higher Education, Middle States Association of Colleges and Schools, 1995
- 1.10:** Middle States: Moving Toward 2000: A Strategic Plan for Wilkes University, 1995-2000, 1995 February 9
- 1.11:** Wilkes University, Non-Faculty Employee Handbook, 1995 May
- 1.12:** Middle States Review Report, Draft, 1995 May 5
- 1.13:** Middle States Review Report, Final, 1995 May 26
- 1.14:** Executive Summary to the Periodic Review Report of Wilkes University, 1995 May 26
- 1.15:** Middle States: The Quality of Student Life and Learning at Wilkes University, Retention Plan, Prepared by the Enrollment Management Task Force, 1995 Fall-1996 Spring
- 1.16:** Middle States: Design for the College's Self-Study 1995-96: Comprehensive with Certain Emphases, by John Erickson, 1995 August 14
- 1.17:** Middle States Materials, Dedication of the John Wilkes Statue, Wilkes University, 1995 August 31
- 1.18:** Staff and Faculty Data, Report Prepared by Academic Affairs, [19]95 November 11
- 1.19:** 1995-1996 Marketing Plan for The 1996 Almanac of Pennsylvania Politics, Submitted by Walter Pilger to Professor Lessin, 1995 November 21
- 1.20:** Report, Copy of the Latest Salary Survey for Pharmaceutical Scientists, with Correspondence 1995 December 15-21
- 1.21:** Middle States: Marywood College Research Index for 1996 Middle States Review, [ca. 1996]
- 1.22a:** Middle States: End of Year Update on Recruitment, 1996 January 5
- 1.22b:** Middle States: Requests for Comment on Draft CHE Policies and Procedures, 1996 January 5
- 1.22c:** Middle States: Policy Approval Mail Ballot, 1996 January 22
- 1.22d:** Middle States: Consolidated Mailing, 1996 February 5
- 1.23:** Middle States: Reply to the American Council on Pharmaceutical Education: The Evaluation Team Report, 1996 June 4
- 1.24:** Middle States: Self-Study Questionnaire for Review of Engineering Programs, Volume I, Appendixes A-D, 1996 June 20 (½)

Box 2

- 2.1:** Middle States: Self-Study Questionnaire for Review of Engineering Programs, Volume I, Appendixes E-L, 1996 June 20 (2/2)
- 2.2:** Middle States: Self-Study Questionnaire for Review of Engineering Programs, Volume II, Appendixes A, 1996 June 20
- 2.3:** Middle States: Self-Study Questionnaire for Review of Engineering Programs, Volume I, Appendixes B-F, 1996 June 20
- 2.4:** Presentation by Christopher N. Breiseth to the Wilkes University Community, Incomplete, 1996 December 16.
- 2.5:** Middle States, Master Plan-Existing Conditions by Bohlin, Cywinski, Jackson, [ca. bef. 1996]
- 2.6a:** Middle States: Correspondence to/from Various Parties, 1997 January 14-1998 October 15
- 2.6b:** Middle States: Rationale for the Nature and Scope of the Self-Study, Including the Approach to be Used, with Memorandum from Bob Tuttle to Christopher Breiseth, 1998 April 17
- 2.6c:** Middle States: Rationale for the Nature and Scope of the Self-Study, Including the Approach to be Used, with Memorandum from Bob Tuttle to Christopher Breiseth et. al., 1998 June 2
- 2.6d:** Middle States: Self-Study Design Proposal, Minna Weinstein, Including the Approach to be Used, with Memorandum from Bob Tuttle to Christopher Breiseth et. al., 1998 July 27
- 2.6e:** Middle States Self-Study Report, 1999
- 2.7:** Henry Student Center Materials, 1997 March 3-1999 January 4
- 2.8:** Report on Faculty Questionnaire on Teaching Effectiveness, 1997 April
- 2.9:** Middle States: The Self Study Institute, Middle State Association of Colleges and Schools, 1997 November 11-12
- 2.10:** Middle States: Panel: Preparing for Self-Study, “Early Planning, the Campus Environment, and the Self-Study Design,” *The Self-Study Institute*, Middle State Association of Colleges and Schools, 1997 November 11-12
- 2.11:** Middle States: Questions and Discussions from the 1997 Self-Study Institute, Middle State Association of Colleges and Schools, 1997 November 11-12
- 2.12:** Middle States: Self-Study Report, Draft, 1998
- 2.13:** Library Staffing Interim Materials, 1998 March 4-2002 May 21

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- 3.1:** Middle States, A Strategic View for the 21st Century Report, Academic Planning Calendar, and Directions, 1998 May
- 3.2:** Middle States, Self-Study Design Proposal, Dr. Minna Weinstein, 1998 June 19, with Memorandum from Bob Tuttle, 1998 July 27.
- 3.3a:** Middle States: American Council on Pharmaceutical Education, Evaluation Team Report of the Professional Program Leading to the Doctor of Pharmacy Degree, 1998 September 14-16

- 3.3b**: Update to the American Council Pharmaceutical Education, Evaluation Team Report of the Professional Program Leading to the Doctor of Pharmacy Degree, 1998 November 30, with Correspondence from Bernard W. Graham to Jeffrey W. Wadelin, 1998 December 1
- 3.3c**: Middle States: American Council on Pharmaceutical Education, Accreditation Action and Recommendations, Professional Program Leading to the Doctor of Pharmacy Degree, 1999 January 8-11, with Correspondence from Daniel A. Nona to Christopher Breiseth, 1999 January 18
- 3.3d**: Middle States: Report to the American Council on Pharmaceutical Education, 1999 May 1, with Correspondence from Bernard W. Graham to Daniel Nona, 1999 April 29
- 3.4**: Eugene Shedden Farley Library Pamphlet, 20th Anniversary, 1998 December 2
- 3.5a**: Middle States: Student Union Management Plan, [ca. 1999]
- 3.5b**: Middle States: Resolutions and Correspondence Concerning the Henry Student Center, 1999 May 7
- 3.6**: Wilkes University, The Power of Independent Thinking, 1999
- 3.7**: Middle States: Wilkes University 2nd Quarter Performance Analysis, by Bill Montague, 1999
- 3.8**: Middle States Faculty Survey Results, 1999 March (Spring)
- 3.9**: Middle States, Patricia Heamen, Carpenter Award for Teaching Nomination and Materials, with Letter from Heaman to Louise Berard, Chairperson, 1999 March 14 (½)
- 3.10**: Middle States, Patricia Heamen, Carpenter Award for Teaching Nomination and Materials, with Letter from Heaman to Louise Berard, Chairperson, 1999 March 14 (2/2)
- 3.11a**: Middle States: Delafield Asset Management Report, Wilkes University, 1999 April 13
- 3.11b**: Middle States: Meeting of the Endowment Fund Management Subcommittee, 1999 April 14
- 3.12**: Middle States Review, 1999-2000 Review Materials, 1999 April 29-1999 December 2
- 3.13**: Middle States Review Report, Draft, 1999 September 1

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- 4.1**: President's Report, 1999-2000, 2000 September 26
- 4.2**: Two Drafts of the Middle States Accreditation, Self-Study, One with Notes by [Mike Frantz, Bob Tuttle, et. al.], 1999 October
- 4.3**: Middle States Review Report, 1999-2000 Draft 2, 1999 November
- 4.4**: Middle States: Correspondence to/from Various Parties, 1999 December 21-2000 May 25
- 4.5**: Middle States, Self-Study Report, 2000
- 4.6**: Middle States, Self Study Report, Materials Sent to Team, 2000
- 4.7**: Middle States: Self-Study & Decennial Accreditation, 2000
- 4.8**: Middle States: Accreditation Self-Study Report, Supplemental Materials, Correspondence, and Agendas, 1998 December 23-2000 January 28

4.9: Report to the Faculty, Administration, Trustees, and Students of Wilkes University, by an Education Team Representing the Middle States Commission on Higher Education, 2000 April 2-5.

4.10a: Middle States: Strategic Long-Range Plan Areas & Goals, Draft, 2000 May 12

4.10b: Middle States Visiting Team Recommendations w/ Related SLRP Objectives, 2000 June 2

Box 5

5.1: Middle States: Self-Study Report, Volume 2, with Correspondence to/from Various Parties, 2000 May 26-July 19

5.2: Middle States, Final Report of the Middle States Visiting Team and the Wilkes University Response, 2000 May 26

5.3: Middle States: Correspondence to/from Various Parties, 2000 July 5-November 6

5.4: Middle States: Supporting Documentation for Visiting Team Recommendations, 2000 August 3

5.5: Middle States: Curriculum Committee Handbook Revisions Proposal, Wilkes University Curriculum Committee, 2000 October 2

5.6: Middle States: The General Education Curriculum for Wilkes University, 2000 November 9

Series VIII: 2010 Cycle, Middle States Review Report, 2001-2010 (arranged chronologically)

Series VIII: 2010 Cycle, Middle States Review Report, 2001-2010 is arranged chronologically, and contains a variety of documents contributing to the accreditation cycle, including letters and correspondence, meeting minutes, data reports, presentation aides, survey results, visiting team reports, enrollment statistics, faculty and department statistics, faculty responses to various reports, working group notes, and more.

Box 1

1.1: Workshop Courses for Mathematics Majors, Instructor's Manual, with Instructions for Cisco, [ca. aft. 2000]

1.2: Wilkes University, Frequently Asked Questions, Board of Trustees, [ca. 2001]

1.3: Middle States: Academic Department Statistics, 2001-2007

1.4: Middle States: Final Copy, 2000-2001 Institutional Profile, 2001 March 28

1.5: Follow-up Report to the Middle States Commission on Higher Education, 2001 April 1

1.6: Middle States: Kirby Hall Booklet, (2 Copies) 2001 June

1.7: Campus Convocation Report, 2001 August 17

1.8: Middle States: Wilkes University, Financial Statements for the Years Ended May 31, 2001 and 2000 and Independent Auditor's Report, 2001 August 31

1.9: Wilkes University Organizational Review of Finance Related Functions, Prepared by KPMG LLP, 2001 November 29

1.10: Middle States: 2001-2002 Fact Book, Office of Institutional Research & Strategic Planning, 2001 December

1.11: Middle States: Acronym List, [ca. 2001-2010]

1.12: Middle States: Vision 2010, Wilkes Report, Appendices A2-A7, 2002-2006

1.13: Wilkes University Budget Development Information, Fiscal Year Ending, 2002 May 31

1.14a: Middle States: Self Study: Creating a Useful Process and Report, with Notes, 2nd Ed., 2007

1.14b: Middle States: Characteristics of Excellence in Higher Education with Notes, 2002

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2.1: Middle States: 2002 Follow-up Report to the Middle States Commission on Higher Education, (2 Copies) 2002 March 1

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2.3: Middle States Visiting Team, 2002 May 5-7, Report of the Strategic Vision and Initiatives, Our Future Wilkes 2010, by the Wilkes University Strategic Long Range Planning Committee, 2002 April 17.

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2.6a: Middle States: Pine Manor College Portfolio Program, Outcomes and Objectives, 2002 October

2.6b: Middle States: Student Learning Assessment: Options and Resources, 2nd Ed., Middle States Commission on Higher Education, 2007

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3.1: Middle States: Appendix A: Description Data for Wilkes University, 2003 Spring-2006 Spring

3.2: Paul A. O'Hop Hall Dedication Materials: Remarks for Vice President Paul O'Hop..." by Christoher Breiseth, 2003 June 26, Invitation Lists and Draft Notes, 2003 June 23

3.3: Revised Draft of the Wilkes University Undergraduate Experience by Committee Members Kibbee et. al., 2003 October 21

- 3.4:** Report, Fall 2003 Survey of Freshman Results, Wilkes University, by the Office of Institutional Research, 2003 November.
- 3.5:** Middle States: Appendixes A6-A14 to the Carnegie Branding Report-Executive Summary, 2004 August
- 3.6:** Middle States: Board of Trustees Meeting, Report, 2004 December 8-9
- 3.7:** Middle States Sub-Committee Reports, Standards 2, 7, and 12, with Article Titled “Keeping Assessment Simple, by Jesus Jimenez and Maria Zack, [ca. aft. 2004]
- 3.8:** Middle States: History of Wilkes University, Wilkes University at a Glance: Past to Present, [ca. aft. 2004]
- 3.9:** Middle States Association: Work Group-C, Providing a World Class Support Environment, [ca. 2005]
- 3.10:** Itemized List of Materials, with Note to H[arold] Cox, [20]05 April 28.
- 3.11:** Middle States: Report of the 2008 AAC&U, General Education Institute Team, 2008 March 24-July 13
- a: Middle States: Faculty Affairs Council, Proposal to modify the composition of the Library Committee and create a new standing committee, 2005 May 2
 - b: Middle States: Wilkes University, General Education Institute Narrative, Submitted to AAC&U on behalf of the 2008 General Education Institute Team, by Mary Kropiewnicki, 2008 March 24
 - c: Middle States: Timeline for Assessment of General Education Outcomes, with Appendixes and Correspondence to/from Various Parties, 2008 July 29-30
 - d: Middle States: Charts and Figures Assessment, General Education and Departments, [ca. 2008]
 - e: Middle States, Appendix X, Building a Culture of Assessment at Wilkes University, 2008-09 Budget/2009-10 Budget, with notes, [ca.2008]
- 3.12:** Wilkes University Mentoring Program, Pilot Wrap-up Report, by the Alumni Association Mentoring Committee, 2005 May 25.
- 3.13:** Middle States: Periodic Review Report, Appendices, 2005 June 1
- 3.14a:** Middle States: Convocation Speech by Tim Gilmour, Wilkes President, 2005 August 24
- 3.14b:** Middle States: Chart A: Issues to be Addressed from External Evaluations, 2005 September 6
- 3.15:** Middle States: Board of Trustees Meeting, Report, 2005 September 8-9

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- 4.1:** Middle States: Appendix C: Coding Scheme for Grouped Items-Appendix E: Copy of Survey Instrument, 2006
- 4.2a:** Articles of the Wilkes University Student Government Constitution, Adopted 2006 April 19
- 4.2b:** Meeting Minutes of the Faculty Affairs Council, Arthur Kibbe, Chair, 2008 March 13

- 4.2c:** Strengths, Weaknesses, Opportunities, and Challenges Analysis Report, [ca. 2008 March 13]
- 4.2d:** MAC Retention/Student Success Study, Data Sheets, 2006-2008, 2008 Spring
- 4.3:** Institutional Effectiveness at TWU (Texas Woman's University), The Road Ahead: Creating an Assessment Culture, 2006 September 7-8
- 4.4:** Assessment in Cycles of Improvement, by Ross Miller, 2007
- 4.5:** Wilkes University, Graduate Studies, Application and Materials, [ca.2007-2008]
- 4.6:** Middle States: 2006 College Student Survey, Astin Survey of Graduating Students, 2007 July
- 4.7:** Middle States: Rubric for Evaluating Institutional Effectiveness, Part III: Student Learning Outcomes, 2007 August
- 4.8:** Transition to College Inventory Report, Freshman Orientation, 2007 October
- 4.9:** Middle States Association: 2007-2008 Board Information Book, 2007 November
- 4.10a:** Middle States: Correspondence and Notes, Accreditation Review for Wilkes University, 2007 November 16-2009 November 11
- 4.10b:** "A Commissioner's Perspective on Self-Study, by Gary L. Wirt, 2007 November 5
- 4.11:** Middle States Commission on Higher Education Institutional Profile, 2008-2009
- 4.12:** Middle States: Warning Letter Regarding Prior Activities, from Heather J. Vance-Rittman, Deputy Attorney General, 2008 February 1
- 4.13:** Middle States, Self-Survey Session for Working Group Chairs, 2008 August 5, with Notes, 2008 February 9-2009 September 11
- 4.14:** Middle States: Budget Policy and Procedures Report, with an Excerpt of the Wilkes Vision-2010 Report, President's corner, 2008 February 11
- 4.15a:** Middle States: First Year Foundations 2007 Executive Summary and Report, 2008 April
- 4.15b:** 2009-2010 Fact Book, Wilkes University Office of Information, Analysis and Planning, 2009 November
- 4.16a:** Middle States: A Basic Tool Box for Assessing Institutional Effectiveness Workshop, 2008 May 21
- 4.16b:** Peeking Inside an Institution's Planning Toolbox, University of Delaware, [ca. 2008 May 21]
- 4.17a:** Planning, Achieving, and Sustaining Excellence at Wilkes Report, Self-Study Design, 2008 June 12
- 4.17b:** Information Technology Strategic Plan, 2005-2008, with Annual and Triennial Questionnaires, [ca. 2008]
- 4.17c:** Strategic Planning and Budget Policy & Procedures, [ca. 2010]

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- 5.1:** Middle States: Finance Reports, 2006-2007, Responses to the Freshman Fall Survey, 2008 Fall.

5.2: Wilkes University Strategic Document, Initiatives and Vision, 2001-2006, with Appendixes A3-5, Budget Development Process Documents, 2008 August 26

5.3: Middle States Steering Committee: General Education Assessment Report, with Appendixes A8-A14, 2008 September-2009 August

5.4: Middle States: Wilkes University Strategic Plan: Vision 2010 Progress Report, Created 2008 November 24, 2008 December

5.5: Middle States: Working Group A Notes, 2008 December 4-2009 January 22

5.6: Middle States Self-Study Steering Committee: Working Group D-Valuing our People, 2008 September 8-2009 Spring, and Working Group C, "Providing a World Class Support Environment," Draft, 2009 June 6

5.7: Title III Budgeting Materials, 2006-2007, with Reports and Correspondence from Thomas Gilmore to/from Various Parties, 2009 January 8-2010 June 18

5.8: Middle States Materials, Committee Notes, 2009 March 9-2009 October 23

5.9: Middle States: Working Group A Materials, Draft, 2009 March 10

5.10a: Middle States Steering Committee: Draft Reports of Working Group B, "Mentoring: Strengthening the University's Commitment to Diversity and Global Education," 2009 April 11

5.10b: Middle States Steering Committee: Draft Reports of Working Group A, "Creating a Culture of Aspiration and Assessment, [ca. 2009]

5.10c: Middle States Steering Committee: Draft Reports of Working Group C, "Providing a World Class Support Environment," [ca. 2009]

5.10d: Middle States: Evaluation Visit Roster, 2010 March 28-31

5.11a: Middle States Steering Committee: Reaccreditation Timeline, 2009 September-2010 July

5.11b: Middle States Steering Committee: Review of the Self-Study Draft, with Memorandum from Ming Lew and Paul Adams, Co-chairs, to Members of the President's cabinet, Academic Council, and Steering Committee, 2009 July 12

5.12: Wilkes University: Student Athletics Report, Winter, Fall and Spring 2007, 2007 April-2008 January, with Beacon article, 2009 November 3

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6.1: Middle States Program Review Process Evaluation, with Brief by Vernon B. Harper, 2009 November 9.

6.2: Middle States: Wilkes University Planning-SWOC Analysis Summary, 2009 November 19

6.3: Achieving Our Destiny: The Future of Science at Wilkes University, [ca. 2010]

6.4: 2010 Baccalaureate Outcomes Survey Information Sheet and Alumni Survey, [ca. 2010]

6.5: Middle States Statement of Accreditation Status, Appendix A1, 2010 January

6.6: Appendix to accompany the Wilkes University Institutional Self Study, 2010 February.

6.7: Middle States: Institutional Self Study prepared for the Middle States Commission on Higher Education and the Wilkes University Community: Planning, Achieving & Sustaining Excellence, 2010 February

6.8: Wilkes University: Revised Strategic Plan with Statistics and Demographics, 2010 February 9

6.9: Middle States Program Review, 2010 March 28-31 (½)

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7.1: Middle States Program Review, 2010 March 28-31 (2/2)

7.2: Middle States: Correspondence and Reports to/from Various Parties, 2010 March 30-April 1

7.3: Middle States: Faculty Affairs Council Presentation to the Board of Trustees, 2010 June 4, with Notes and Booklet Titled, “Implementing an Effective Accreditation Process,” by the Middle States Commission on Higher Education, 2010 December 8-10.

Series IX: 2020 Cycle, Middle States Review Report, 2012-2020 (arranged chronologically)

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Box 1

1.1: Middle States, Correspondence from Francis J. “Mike” Michelini to Sue Jolley Regarding a Grant Project, with Materials, 1956 July 30-1993 December 2, [20]12 February 22

1.2: Middle States: Correspondence and Reports to/from Various Parties, 2013 March-December 6

1.3: Middle States: Summary of the Faculty Retreat on the Middle States Standards of Affiliation and Accreditation, and Standards 1-7, [ca. aft. 2014]

1.4: Middle States: Fact Book 2013-2014, Meeting of the Board of Trustees, 2013 November

1.5: The Wilkes University Strategic Plan, 2020, Board of Trustee Meeting Minutes, and Draft, 2014 March 14-October 1

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1.6b: Middle States: Verification of Compliance with Accreditation-Relevant Federal Regulations, Implementation for 2017, Middle States Commission on Higher Education, 2016

1.7: Wilkes University Strategic Plan: Vision 2020, Draft, 2015 May 27

1.8: Middle States: Correspondence, Reports, and Plans to/from Various Parties, 2016 August-September 28

1.9: Wilkes University, Middle States Self-Studies, Presented to the Cabinet, 2017 January 19-2018 May

1.10: Middle States: Correspondence and Reports to/from Various Parties, 2017 June 14-September 28

1.11: Middle States: Correspondence, Notes, and Enrollment Plans to/from Various Parties, 2018 February 12-June 20

1.12: Middle States: Correspondence and Reports to/from Various Parties, 2019 February 26-June 25

1.13: Middle States Materials: Correspondence to/from Various Parties, 2019 May 30-2020 June 10

1.14: Middle States: Self-Study Report, 2020

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(**Previously accreditation cycles were every ten years but amended this cycle to be performed every eight years.)

Box 1