

ROLE OF THE GENERALIST

The Commission on Technical and Career Institutions views the generalist plan as an optional but desirable opportunity, upon initiation by the institution, to bring to the evaluation of professional programs by specialized accrediting agencies the background and experience of general institutional officers. During such a review, the Commission hopes that the generalist will be able to supplement the knowledge of representatives of the specialized agency and, in particular, suggest appropriate attention to purposes and policies of the institution as a whole which may have relevance to the appraisal of the particular professional program.

The generalist does not visit the institution to evaluate or accredit it for the New England Association of Schools and Colleges. Prior to, or at the beginning of the campus visit, the generalist should confer with the chairperson of the specialized visiting team to arrive at a mutual understanding of the nature and extent of the generalist's participation in the evaluation procedures. Typically, the generalist is included in conferences with faculty and administration, the session of the visiting team, and other activities related to the evaluation review.

To facilitate the generalist's potential contribution to the evaluation of the professional program, a copy of the self-study and other background materials that have been prepared by the institution in connection with the evaluation should be forwarded to the generalist in advance of the visit according to the schedule that has been established by the specialized agency.

Following the visit, the generalist has the option of preparing a brief written report for the Commission on Technical and Career Institutions. In this report, comments on the conduct of the evaluation by the specialized agency, upon the generalist's own activities, and upon the general relation of the professional school or program to the institution as a whole, are appropriate.

The institutional representative coordinating arrangements for the campus visit should ensure that the generalist receives complete information about such arrangements. Generalists, as well as all other evaluators of New England Association of Schools and Colleges, serve without honoraria. Their out-of-pocket expenses (including transportation), however, are borne by the host institution. The institution should arrange for the generalist's charges for lodging and meals during the campus visit to be billed directly to the institution. Any internal steps necessary to facilitate prompt reimbursement of the generalist's out-of-pocket expenses (signatures on forms, etc.) should be accomplished while the generalist is on campus.