

Accreditation Midterm Report Timeline 2015

Timeline Objective:		Actions		Responsible Parties (Accountable)
Date	Task	College Groups	District Groups	
1. Communication 2. Assure timely completion of reports 3. Coordinate college and District response 4. Ensure accountability in meeting milestones 5. Assure coordinated, unified presentation 6. Assure we are documenting our ongoing journey in sustainable, quality improvement				
1/22/2015	Disseminate <i>Guidelines for Preparing Institutional Reports to the Commission</i> to ART, CEAC, CHEX, and DSET	ART, CEAC	CHEX, DSET	VCEPS, VP
1/23/2015	ALOs begin report preparation (Content page 3 Guidelines)	ART, CEAC	DSET	VCEPS, VP
1/27/2015	Disseminate <i>Accreditation Midterm Report Timeline</i> to ART, CEAC, CHEX, and DSET	ART, CEAC	CHEX, DSET	VCEPS, VP
1/27/2015 and ongoing	CHEX briefing (standing agenda item)	ART, CEAC	DSET	VCEPS, VP
2/12/2015	Present the <i>Accreditation Midterm Report Timeline</i> to the Board of Trustees	ART, CEAC	CHEX, DSET	VCEPS, VP
2/13/2015 at 3 p.m. and As needed – Fridays at 3 p.m.	Communication and collaboration sessions – joint meeting of ART, CEAC, and DSET to coordinate responses to District recommendations and develop a unified approach to linking evidence	ART, CEAC	DSET	VCEPS, VP
February	Document presentation (<i>Guidelines</i>)	VP Exec Asst	VCEPS Exec Asst	VCEPS, VP
February	Evidence presentation standards	VP Exec Asst	VCEPS Exec Asst	VCEPS, VP
3/12/2015	Presentation to the Board of Trustees on the purpose of the <i>Midterm Report</i>	ART, CEAC	DSET	VCEPS, VP
3/27/2015	Complete first draft of <i>Midterm Report</i>	ART, CEAC	DSET	VCEPS, VP
4/6/2015	Disseminate first draft of <i>Midterm Report</i> to internal stakeholders within WCC, YC, and District Services	College Councils, Academic Senates, College Wide	CHEX	VCEPS, VP
4/17/2015	Incorporate internal feedback from WCC, YC and District Services	ART, CEAC	DSET	VCEPS, VP

4/27/2015	Disseminate draft District <i>Midterm Report</i> to the two colleges for feedback	ART, CEAC	DSET	VCEPS, VP
5/11/2015	Incorporate college feedback	ART, CEAC	DSET	VCEPS, VP
6/5/2015	Complete second draft	ART, CEAC	DSET	VCEPS, VP
6/11/2015	Full progress report to the Board of Trustees	ART, CEAC	DSET	VCEPS, VP
June-July	Link evidence	ART, CEAC, VP Exec Asst	DSET, DSET Exec Assts	VCEPS, VP
8/10/2015-8/14/2015	Presentations to colleges (Flex Week)	ART, CEAC	DSET	VCEPS, VP
8/17/2015-8/28/2015	Incorporate feedback from presentations	ART, CEAC	DSET	VCEPS, VP
8/31/2015	Final draft	ART, CEAC	DSET	VCEPS, VP
9/10/2015	Board of Trustees first reading and presentations (3 entities)	ART, CEAC	DSET	President, VCEPS, VP
10/8/2015	Board of Trustees approval	ART, CEAC	DSET	President, VCEPS, VP
10/15/2015	Report submission to ACCJC	ART, CEAC	DSET	President, VCEPS, VP
11/15/2015	Orientation to the new ACCJC standards in setting the stage for <i>Self-Evaluation 2018</i>	ART, CEAC	DSET	VCEPS, VP
11/30/2015	Beginning planning for <i>Self-Evaluation 2018</i>	ART, CEAC	DSET	VCEPS, VP

Drafted by College Leaders of Academic and Student Services (CLASS) on 1/22/2015

Distributed for feedback on 1/23/2015

Reviewed by Chancellor's Executive Team on 1/27/2015

Reviewed by DC3 on 2/3/2015

Input incorporated on 2/5/2015