

Projected Institutional Self-Evaluation Report (ISER) Timeline

Fall 2020

- September: Recruit Accreditation Standard team members and Accreditation Standard tri-chairs for the ISER
- October: District training for all tri-chairs; finalize team members for each ISER Standard team
- November 6: Campus ISER Kickoff for all Standard team members
- November – December: Standard teams may begin work and/or set up monthly meetings for Spring 2021

Spring 2021

- Accreditation Faculty Chair and Liaison Officer coordinate the writing of broader components of the ISER (intro/history/eligibility requirements/etc.) and organize templates for required institutional data
- February: Standard teams meet and begin assigning tasks and collecting evidence; Accreditation Faculty Chair and Liaison Officer attend team meetings as needed
- April: First Follow-Up ISER Kickoff for all Standard members to share status updates and collaboration
- April: Initial discussion with the campus community regarding Action Projects for the Quality Focus Essay (QFE)
- **June 15, 2021: Submission of first drafts of each Standard, including preliminary lists of evidence**

Summer 2021

- July: Accreditation Steering Committee meets for status update
- Accreditation Faculty Chair and Liaison Officer review first drafts and provide comments back to Standard teams by August 31, 2021

Fall 2021

- September: Second Follow-Up Kickoff for identifying common themes, potential overlap, and preliminary Action Projects for the QFE
- October – November: dialog at participatory governance meetings regarding preliminary QFE Action Projects
- **November 30, 2021: Submission of final drafts of each Standard, including existing and proposed evidence**
- December: Accreditation Faculty Chair numbers and organizes all evidence

Spring 2022

- January: Accreditation Faculty Chair and Liaison Officer coordinates the ISER's final draft, and contacts Standard tri-chairs in February if anything additional is needed
- March – April: Hold town halls and distribute Survey Monkey to campus community

- April – May: Close to final draft of report submitted to college’s Academic Senate and Institutional Effectiveness Council (IEC) for first read
- May: Draft of ISER to Academic Senate for approval and recommendation to the College President
- June: Draft of ISER to IEC for approval and recommendation to the College President

Summer 2022

- July: Final draft of ISER to LACCD Board of Trustees’ Institutional Effectiveness and Student Success Committee for approval and recommendation to LACCD Board of Trustees
- August: Approved ISER submitted to LACCD Board of Trustees for approval and final signatures
- September: ISER submitted to Accrediting Commission for Community and Junior Colleges (ACCJC)

Helpful Resources:

ACCJC online training and certification <http://www.accjc-accreditationcourse.org/>

https://accjc.org/wp-content/uploads/Guide-to-Institutional-Self-Evaluation-Improvement-Peer-Review_Jan2020.pdf

https://accjc.org/wp-content/uploads/Team-Chair-Manual_July-2020.pdf

<https://accjc.org/wp-content/uploads/Checklist-for-Evaluating-Compliance-Jul15.pdf>

https://accjc.org/wp-content/uploads/Accreditation-Standards_-_Adopted-June-2014.pdf

<https://accjc.org/wp-content/uploads/Accreditation-Standards-Adopted-June-2014-Annotated-with-Policies-and-Regulations.pdf>

https://accjc.org/wp-content/uploads/Policy-on-Commission-Actions-on-Institutions_Jan2020.pdf

<https://accjc.org/wp-content/uploads/Policy-on-Commission-Good-Practice-in-Relations-with-Member-Institutions.pdf>