

## WASC (ACCJC) SEVEN-YEAR CYCLE

Note: Current year is not shaded

Yearly Cycle	Ventura College	Timeline	Details
Site visit Year	AY 2016/17		Fall before Visit: <ol style="list-style-type: none"> <li>a) Announce visit on Web and newspapers</li> <li>b) Forward Completed self-study and evidence to visiting team</li> <li>c) Write addendum to self-study to ensure up-to-date info</li> <li>d) Prepare evidence room hotel/on campus</li> <li>e) Coordinate schedule with team lead</li> </ol> Spring following Visit: <ol style="list-style-type: none"> <li>f) Review/Debrief for Site Visit</li> <li>g) Review recommendation from ACCJC Commission</li> <li>h) Begin write initial draft of any follow up report</li> </ol>
Year One	Fall 2017/ Spring 2018	August- Sept (a & b) Oct (b, c, & d) <ul style="list-style-type: none"> <li>• Input from constituency groups</li> </ul> Nov.- Dec (d) <ul style="list-style-type: none"> <li>• First &amp; Second readings</li> </ul> January (g) <ul style="list-style-type: none"> <li>• Final VCCCD Board approval</li> </ul> February (e & f) <ul style="list-style-type: none"> <li>• VCCCD Board of Trustee approval</li> </ul> <b><u>March 12</u> Submit Follow-up Report to ACCJC</b>	<ol style="list-style-type: none"> <li>a) Taskforce to follow-up on Commission recommendations</li> <li>b) Write draft of any follow-up report</li> <li>c) Gather evidence for follow-up report</li> <li>d) Forward draft to <a href="#">Academic Senate (Nov. 16 &amp; Dec. 7)</a>, <b>Classified Senate (November 2 &amp; December 7)</b>, <b>Associated Students (Dec. 5<sup>th</sup>)</b> &amp; review by campus community (<b>College Planning Council- Nov. 29</b>)</li> <li>e) Post necessary documents on Web</li> <li>f) Forward report to Board of Trustees before submission to ACCJC (November 22); <b><u>December 12 First Reading</u></b>,</li> <li>g) Forward completed report to Board of Trustees before submission to ACCJC (December 21); <b><u>January 16, 2018- Final approval</u></b>,</li> <li><b>h) <u>March 15 Follow-up report due to ACCJC by 5:00 pm</u></b></li> </ol>
Year Two	Fall 2018/ Spring 2019		Progress Report & Refinement of Action Plan <ol style="list-style-type: none"> <li>i) <u>Early Fall</u>-Collect college input on action plan progress</li> <li>j) <u>Late Fall</u>- Write initial draft of any follow up report</li> <li>k) <u>Early Spring</u>- Review and revise draft #1; write draft #2</li> </ol>

			l) <u>Late Spring</u> - Review and revise draft #2; forward to campus community and constituents to review
Year Three (Midterm Report)			Midterm Report a) Complete Draft b) Forward draft to Academic Senate, Classified Senate, Associated Students & review by campus community VCCCD Board reviews draft of Midterm report
Year Four (Gap analysis)	Fall 2019/ Spring 2020		Midterm Report-Due to ACCJC October a) Board approval of Midterm Report b) Report and supporting documentation to ACCJC Progress Report and Preparation for Self-study a) <u>Early Fall</u> -Training/review of Accreditation Standards b) <u>Early Spring</u> - Data gathering c) <u>Middle Spring</u> -Gap Analysis of MC Progress for each Standard d) <u>Late Spring</u> - Report on each Standard and Identify strategies to close gaps
Year Five (Communication, Continue Assessment, Complete Self-Study Outline)	Fall 2020/ Spring 2021		Progress Report & Refinement of Action Plan a) <u>Early Fall</u> -Communicate timeline, Gap Analysis, and general information to campus community (Prof. Development Week presentation, Fall Retreat Presentation, and Campus Forum) b) <u>Early Fall</u> -Forward identified Accreditation Gaps to VP as Accreditation Liaison Officer (ALO) and Academic Senate, Classified Senate and Associated Students c) <u>Mid Fall</u> -Confirm and recruit additional Workgroup member d) <u>Fall/Spring</u> - Workgroups continue to meet routinely over the Fall semester responded to focused Standard questions and gather evidence e) <u>Early Spring</u> -Workgroups report progress and findings to ASAG f) <u>Early to Mid-Spring</u> -Review in ASAG Tables for Evaluating ACCJC Standards g) <u>Late Spring</u> -Forward Standards I-V including DE Tables for Evaluating ACCJC Standards to ALO

			<ul style="list-style-type: none"> <li>h) <u>Late Spring</u> – Begin Outline of self-study</li> <li>i) <u>Summer</u> – Write initial draft of self-study</li> </ul>
Year Six (Assess & Write)	Fall 2021/ Spring 2022		<p>Progress Report &amp; Refinement of Action Plan</p> <ul style="list-style-type: none"> <li>a) <u>Early Fall</u>-Finish writing initial draft of self-study</li> <li>b) <u>Late Fall</u>-ASAG Review and revise draft #1; write draft #2</li> <li>c) <u>Early Spring</u>- Review and revise draft #2; forward to campus community and constituents to review; Prepare evidence on web</li> <li>d) <u>Late Spring</u>-Revise based upon campus feedback; forward back to campus for final review; Districtwide community forum for accreditation input.</li> <li>e) <u>Summer</u>-Forward completed self-study to VCCCD Board; continue to collect and confirm evidence has been obtained to self-study</li> </ul>
Year Seven	Fall 2022/ Spring 2023		<p>Fall before Visit:</p> <ul style="list-style-type: none"> <li>a) Announce visit on Web and newspapers</li> <li>b) Forward Completed self-study and evidence to visiting team</li> <li>c) Write addendum to self-study to ensure up-to-date info</li> <li>d) Prepare evidence room hotel/on campus</li> <li>e) Coordinate schedule with team lead</li> </ul> <p>Spring following Visit:</p> <ul style="list-style-type: none"> <li>i) Review/Debrief for Site Visit</li> <li>j) Review recommendation from ACCJC Commission</li> </ul>