



## ACCJC Midterm Report Preparation Timeline: 2022-23

As of September 21, 2022

Task	Lead	Timeline
Planning & Budgeting Council (PBC)/Cañada College Accreditation Oversight Committee approves Report preparation timeline and process, including identification of an Accreditation Steering Committee and Writing Team.	PBC Co-Chairs, Eck and Young	September 21, 2022
Cañada College Accreditation website updated to reflect approved Midterm Report preparation process & timeline.	ALO/PRIE Dean Engel	September 22, 2022
Writing Team prepares first draft of Midterm Report.	Writing Team (Karen Engel, Dean of PRIE and Jessica Kaven, Faculty Assessment Coordinator)	October, 2022
Writing Team solicits input from: <ul style="list-style-type: none"> <li>Academic Senate</li> <li>District Budget Office</li> <li>Guided Pathways Advisory Committee</li> <li>Instructional Planning Council (IPC)</li> <li>Program Review Work Group</li> </ul>	Writing Team	November – December, 2022
Accreditation Steering Committee reviews first complete draft of Midterm Report. Presents it at Flex Day, January, 2023. (Steering Committee members: Lopez, Eck, Young, Engel)	Accreditation Steering Committee Tri Chairs (Eck, Young, Engel)	January, 2023
Writing Team revises draft Midterm Report.	Writing Team	February, 2023
Midterm Report second draft presented for review and discussion at: <ul style="list-style-type: none"> <li>Academic Senate</li> <li>Classified Senate</li> <li>Associated Students of Cañada College (ASCC)</li> <li>Instructional Planning Council (IPC)</li> <li>Student Services Planning Council (SSPC)</li> <li>Planning &amp; Budgeting Council (PBC)</li> </ul>	ALO/PRIE Dean Engel	March – April, 2023
Writing Team addresses feedback received from participatory governance Senates and Councils.	Writing Team	April, 2023
Final draft of Midterm Report presented to the Planning & Budgeting Council (PBC)/Accrediting Oversight Committee for approval.	Accreditation Steering Committee Tri Chairs	April-May, 2023
Visual Communications Coordinator produces final version of Midterm Report.	Hannah-Joy Haw	June-July, 2023
Midterm Report to Board of Trustees for review and approval.	President Lopez, Accreditation Steering Committee Tri Chairs	August-September, 2023
Submit completed, signed Midterm Report to ACCJC.	ALO/PRIE Dean Engel	October 15, 2023