HLC Timeline
Updated:21 September 2006

			2006							2007												2008			
			JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
1	CEO Steering	Finalize Subcommittee Charges																							
2	Steering	Hold SC Retreat																							
3	Subcommittees	Review available data sources																							
4	Steering	Determine systematic process to collect input and documentation																							
5	Subcommittees	Collect input and documentation (examples of evidence)																							
6	Steering	Consider centralizing information requests through Self-Study Coordinators or one of Criterion Committee Co-Chairs																							
7	Subcommittees	Create statements with accompanying examples of evidence to address criteria and components																							
8	Subcommittees Steering	Create initial draft reports (narrative) to be presented by subcommittee chairs and members to Steering Committee for review and input (first editing group) **First draft due (31Oct06)**																							
9	Subcommittees Steering PRIP	Gather input from Campus Community and Service Area about 5 HLC Critera																							
10	Subcommittees Steering PRIP	Incorporate feedback into self-study report and strategic planning process																							
11	Steering	Initial Subcommittee reports reviewed by Steering Committee. Requests made for any additional informaton needed																							
12	Subcommittees	Subcommittees respond to requests for additional information																							
13	Subcommittees	Provide reports from each sub-committee to editor																							
14	Editor	Complete Draft Self-Study Report																							
15	Steering	Review Draft Self-Study Report and suggest modifications to Self-Study Editor prior to submitting to CEO																							
16	Editor	Edit Draft Self-Study Report based on feedback from Steering Committee																							
17	Editor	Submit Final Draft Self-Study to CEO																							
18	Steering	Develop room requirements and request HLC Resource Room so it can be removed from Spring 2008 class schedule																							
19	SC Coord	Prepare plan for onsite visit by HLC Consultant Evaluators																							
20	CEO	Review final Draft Self-Study Report and suggest modifications to Steering Committee																							
21	CEO	Make final Draft Self-Study Report available to college community and service area																							
22	College/ Service Area	Provide feedback about Self-Study Report																							
23	Editor Steering CEO	Incorporate input into Self-Study Report as appropriate and make final edits																							
24	CEO SC Coord.	Submit Final Self-Study Report to HLC																							
25	SC Coord	Assigned HLC Resource Room ready for occupancy																							
26	SC Coord	Execute detailed plan for onsite visit																							
27	CEO SC Coord	Plan and present campus wide information meeting to review onsite visit expectations																							
28	HLC	HLC Consultant Evaluator onsite visit - April 28-30. 2008																							