FOOTHILL COLLEGE

ACCREDITATION
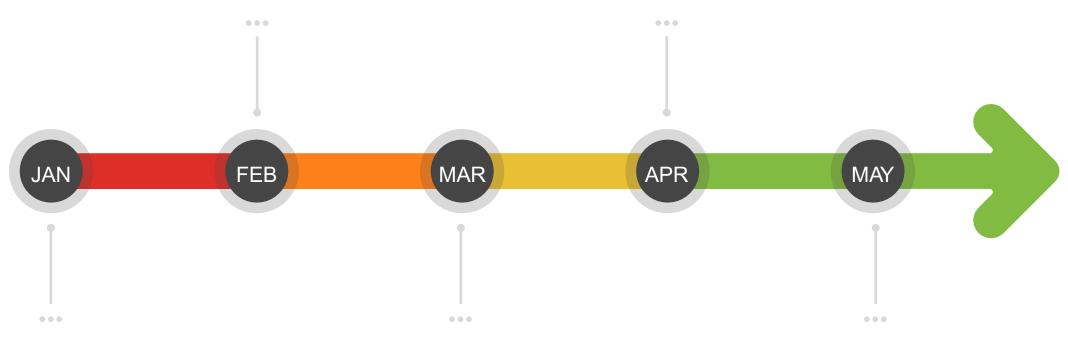
Lead Writer Meeting

December 15, 2022

ISER TIMELINE: WIN/SPR 2023

Lead Writers write Standard section(s)

Editors finish reviewing Standard section
Editors create one ISER document

JAN — FEB — MAR — APR — MAY

Lead Writers reviews Standard evidence
Lead Writers follow up with Team Leads
Lead Writers establish timeline to complete Standard section(s)

Lead Writers complete writing Standard section(s)
Editors begin reviewing Standard sections

College constituencies review ISER and provide feedback

WRITER UPDATE

- Evidence submission deadline – Dec 22nd

- Elaine & Kelaiah will review each standard for completion

- Evidence Transition meeting scheduled in January

  - Text and evidence will be completed

  - Provide direction for writer

- Regular writer check-ins start in February

HOMEWORK

- Review Standard Crosswalks and bring questions to the Standard Wrap-up meetings in January
  - Standard I – Jan 11th
  - Standard II – Jan 20th
  - Standard III – Jan 17th
  - Standard IV – Jan 13th
  - QFE (in progress)

Due Dates		
Intro, Presentation of Data, Eligibility Requirement	Jan 20th	Katie
Standard IV.A & B	Jan 31st	Katie
Standard I.B & C	Feb 17th	Katie
Standard III.A & B	Feb 24th	Kas
Standard II	Mar 17th	Katie
Standard III.C & D	Mar 24th	Kas
QFE	Mar 31st	Katie