**ACCJC ISER Report Timeline and Leads (as of 04/27/2021)**

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| **Month** | **Moorpark College** | **District Office** |
| March/April 2021 | ISER training  EdCAP (Apr 27):   * Review draft timeline   ALO and others:   * Tentative list of leads and memberships for Standard Groups for August membership meeting |  |
| Fall semester, 2021 | EdCAP:  Aug 24:   * Set up Standard Groups and leads * Training of interpretation of Standards * Introduction of leads to use of ACCJC documents: template for notes, sample text examples, style, etc.   September/October: Groups meetings   * Set up of shared Standard folders for information/ evidence/group work * Identification of possible evidence sources w/in Groups * Analysis of Moorpark’s gaps and strengths from evidence w/in Groups   Sept 28:   * Divide into Groups   Oct 26:   * Share/swop gaps and strengths from evidence between groups   Nov 23:   * Review combined gap and strengths analysis in EdCAP * Brainstorm QFE ideas   November/December:   * Group leads produce draft text for Standards from groups’ ACCJC template notes   ALO and others:   * Complete action items to address gap analysis recommendations from Midterm Report * Work on gaps identified from Gap analysis * Appointment of compiler/editor of ISER to produce first draft * Proto-draft of QFE produced based on strengths and gap analysis | DAC:   * Review any remaining DAC gaps from Midterm reports * DAC gaps and strengths analysis * Complete action items to address DAC gaps and strengths analysis   District (DCAP):   * Submission and review of all gap and strengths analyses |
| Spring semester, 2022 | EdCAP:  January 25 mtg:   * Review draft of QFE   February 22 mtg:   * Identification of evidence sources w/in Groups * Review proto-draft of ISER   Other committees review proto-draft of ISER:   * Academic Senate * Classified Senate * ASMC   ALO and others:   * Dean of IE identify evidence sources from draft | DAC:   * First draft of district components of ISER produced   District: |
| Summer 2022 | ALO, Dean IE, and writer:   * Collection of evidence within final draft (eg program plans) * ISER first draft completed * ISER first draft edited | DAC:   * Final draft of district components of ISER completed   Board of Trustees:   * June: BoT Strategic Planning Meeting agenda item? * Aug mtg: Discussion of draft college ISERs |
| Fall semester, 2022 | ISER complete college-level approval   * Communication of ISER progress to college community (FLEX Week, Convocation, etc.) * Aug/Sept - EdCAP final review * ALO with others: continue revision of final draft incorporating feedback * Sept/Oct - Academic Senate/Classified Senate/ASMC * Executive Council and Consultation Council final review   Office of President:   * Share draft report with college community for feedback | ISER complete district-level approval   * Oct/Nov DCAS meetings * Final approval at Chancellor’s Cabinet   Board of Trustees:   * November Board mtg * December Board mtg |
| Spring semester, 2023 | ISER forwarded to ACCJC team  (Deadline: January 15)  ACCJC ISER Team training (February)  One-day review by ACCJC ISER Team (early/mid March)  Given our Core Inquiries  President’s Office:   * Preparation for Focused Site Visit |  |
| Fall semester, 2023 | ACCJC Focused Site Visit |  |
| Spring semester, 2024 | ACCJC decision (January?) |  |

From *Guidelines for Preparing Institutional Reports to the Commission (for reports due fall 2020 and beyond)*

<https://accjc.org/wp-content/uploads/Guidelines-for-Preparing-Institutional-Reports_Fall-2020-and-beyond.pdf>