

FINAL Preparation Timeline for SACS Reaffirmation

Date	Critical Target Dates and Deadlines	Related Issue or Standard
April 19, 2011	QEP Development Team initiates planning and document preparation; thank you reception for QEP Topic Selection Team	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Apr 19 - May 16	Series of open labs commences to support Faculty Credentialing and Justifications	Faculty Competence; Comprehensive Standard 3.7.1
May 16, 2011	UK submits "Institutional Summary Form Prepared for Commission Reviews" to SACS	First official submission signifying reaffirmation underway
May 31, 2011	Faculty Credentialing and Justifications completed for Fall 2010 and Spring 2011	Faculty Competence; Comprehensive Standard 3.7.1
June 15, 2011	All faculty transcript scanning completed	Faculty Competence; Comprehensive Standard 3.7.1
July 1, 2011	Initial Compliance Certification Drafts due in Xitracs	All Requirements and Standards
July - Aug 2011	Cross-checking review of drafts by Team Leads	All Requirements and Standards
July 17 - 20, 2011	QEP Development Team (5 members) attend SACS Institute on Quality Enhancement and Accreditation	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Sept 16, 2011	Final Draft of Compliance Certification due; all instances of non-compliance identified	All Requirements and Standards
Sept 19, 2011	Final editing on Compliance Certification commences	All Requirements and Standards
Sept 30, 2011	Faculty Credentialing and Justifications completed for Summer I and Summer II 2011	Faculty Competence; Comprehensive Standard 3.7.1
Oct 15, 2011	Fall 2011 Syllabi due	Faculty Competence; Comprehensive Standard 3.7.1
Oct 31, 2011	Strategic Plan Annual Progress Reports and Annual Assessment Improvement Action Plans due for 2010 - 2011 results	Inst Effectiveness; Core Requirement 2.5 and Comprehensive Standard 3.1.1

Nov 1, 2011	Call for faculty CVs updated through calendar year 2011 for submission in January; includes all individuals teaching credit-bearing courses	Faculty Competence; Comprehensive Standard 3.7.1
Nov 18, 2011	All remaining instances of non-compliance resolved and Compliance Certification Drafts updated	All Requirements and Standards
Nov 30, 2011	Faculty Credentialing and Justifications completed for Fall 2011	Faculty Competence; Comprehensive Standard 3.7.1
Jan 20, 2012	Compliance Certification editing completed	All Requirements and Standards
Jan 24, 2012	Collection of CVs by Colleges completed	Faculty Competence; Comprehensive Standard 3.7.1
Feb 1, 2012	Leadership Team initiates final approval process for Compliance Certification narratives and evidence	All Requirements and Standards
Mar 1, 2012	Winter/Spring 2012 Syllabi due	Faculty Competence; Comprehensive Standard 3.7.1
Mar 25-31, 2012	Compliance Certification Mock Review	Selected Standards
March 30, 2012	Faculty Credentialing and Justifications completed for Winter 2011 and Spring 2012	Faculty Competence; Comprehensive Standard 3.7.1
April 16-20, 2012	Faculty Competence Mock Review	Faculty Competence; Comprehensive Standard 3.7.1
May 25, 2012	Strategic Plan Annual Progress Reports and Annual Assessment Improvement Action Plans due for 2011-12 results	Inst Effectiveness; Core Requirement 2.5 and Comprehensive Standard 3.3.1
June 6, 2012	Leadership Team completes final approval of Compliance Certification requirements and standards	All Requirements and Standards
June 7, 2012	Final Preparation of IE and Faculty Competence evidence for import or linkages to Xitracs commences	IE and Faculty Competence
June 15, 2012	Summer Intersession I & II Syllabi due	Faculty Competence; Comprehensive Standard 3.7.1

June 29, 2012	QEP refined and finalized	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
July 31, 2012	Final check of links and documentation in Compliance Certification within Xitracs	All Requirements and Standards
Aug 8, 2012	QEP approved by Leadership Team and campus vetting process established	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Sept 10, 2012	Compliance Certification Report submitted to SACS in Atlanta by 9/10/12.	All Requirements and Standards
Sept 25, 2012	QEP vetted to campus; QEP Mock Review; QEP refined	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Sept 30, 2012	Faculty Credentialing and Justifications completed for Summer I and Summer II 2012 (activity continues in anticipation of additional requests)	Faculty Competence; Comprehensive Standard 3.7.1
Oct 31, 2012	Faculty Credentialing and Justifications completed for Fall 2012 (activity continues in anticipation of additional requests)	Faculty Competence; Comprehensive Standard 3.7.1
Nov 16, 2012	QEP document prepared for BOT review and approval	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Nov 2012	Official SACS Off-Site review conducted; Focused Report preparation begins	All Requirements and Standards
Dec 2012	QEP approved by Board of Trustees	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Jan 2013	QEP submitted to SACS	QEP; Core Requirement 2.12 and Comprehensive Standard 3.3.2
Mar - April 2013	On-Site SACS Review	All Requirements and Standards
May 2013	Receipt of Affirmation Report	All Requirements and Standards

Sept 2013	Submit Site Visit Response to SACS	Recommendations
Dec 2013	Reaffirmation announced at SACS Annual Meeting	Final