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a) Throughout the academic year

b) be :

1. Accreditation Coordinator oversees process

2. CEAS Accreditation Staff

a. Archive data on the Accreditation website (end of Summer, Fall, Winter, and Spring Quarters)

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b. ~~6~~

1. PACT Coordinator and Assistant Coordinator oversee all aspects of the process, including the calibration of all assessors

2.2 Write a *Unit Summary of Implementation* explaining Unit and program changes that have been made to address each objective

2.3 Identify evidence documents changes

1/

1. Review of *Unit Improvement Plan* and determination of Unit/Program changes – before Summer Quarter

2. Write *Unit Summary of Implementation* and identify evidence – all tasks completed by Winter Quarter, March 1

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1. Unit Accreditation Coordinator oversees the process

2. ACT reviews *Unit Improvement Plan* and identifies evidence

3. Program Coordinators and

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1. Unit Accreditation Coordinator oversees the process
2. Program Coordinators, working with Program Faculty, examine and compare data, determine whether objectives were met, and write *Program Summary of Achievement*

2 

Unit Summary of Achievement

- 2.1 Examine and compare new assessment data with baseline data
- 2.2 Close the loop: Evaluate whether Unit objectives were met and explain why objectives were or were not met
- 2.3 Write a *Unit Program Summary of Achievement* discussing the Unit's improvement cycle



1. Examine and compare new assessment data: Spring and Summer of 2019
2. Close the loop: Spring and Summer of 2019
3. Write *Unit Summary of Achievement* – Summer 2019





1. Unit Accreditation Coordinator oversees the process
2. ACT reviews new assessment data and baseline data to determine if Unit objectives have been met
3. Faculty member on special assignment writes the *Unit Summary of Implementation*

3 



- 3.1 Examine the efficacy of all Unit and Program data sources
- 3.2 Review the efficacy of all assessment activities and the overall, three-year cycle
- 3.3 Consult with key stakeholders (employers, K-12 and community partners) about areas of concern that could require additional data sources
- 3.4 Revise the Unit Assessment System as necessary for next cycle

W

1. Examination of Unit and program data sources: Spring 2019
2. Review of assessment activities and cycle: Spring 2019
3. Consult with key stakeholders: Fall 2018 and Spring 2019 (program advisory council meetings)
4. Changes in program and Unit data sources; modification to the cycle: No later than June 1

W

1. ACT examines Unit data sources; Program Coordinators and Program Faculty