

07/16/2018

**GWCC HLC Open Pathways Timeline
Fall 2018 - Spring 2020**

Date Due	Activity	Responsible Party
January 2017	GWCC HLC Tri Chairs Identified Budget Developed for Self Study and Team Visit	President and VP of Academic Affairs Tri Chairs
April 2017	GWCC Representatives attend HLC Conference New Criteria for Accreditation Reviewed	Tri Chairs Campus Employees Tri Chairs
August 2017	Develop Steering Committee Leaders Assurance Argument Process - Completed Preliminary Timeline Developed Old SharePoint Available Bi-Monthly Tri-Chair Meetings	Tri Chairs Tri Chairs Tri Chairs
September 2017	Steering Team and Criterion Team membership identified SharePoint site and Google Drive initiated for Intracampus communications HLC Tri-chair planning meeting for Steering Team kickoff Brief GateWay Operational Team on HLC process Bi-Monthly Tri-Chair Meetings	Tri Chairs Project Manager Tri Chairs
October 2017	First Steering Team/Criterion Team/Engagement Team kickoff Meeting (start Phase I) Communication on Process Evidence Brainstorming Resources HLC Tri chairs meet with individual Criteria Committee Chairs to support understanding of individual responsibilities Bi-Monthly Tri-Chair Meetings	Tri Chairs and Steering Team Criterion Team Engagement Team
November 2017 - March 2018	Bi-Monthly Tri-Chair Meetings Steering Team meets monthly Submit requested visit dates to HLC Criterion Teams meet monthly Evidence Planning Data Collections	Tri Chairs Steering Team ALO Criterion Teams
January 2018	Hold First All Employee Meeting for HLC Kick Off Overview purpose and process Encourage all employees to volunteer for a committee of their choice	Tri Chairs Steering Team Engagement Team
January - March 2018	Monthly Tri-Chair Meetings Monthly Steering Team Meetings Bi-Monthly Criterion Team Meetings Update Timeline	Tri Chairs Steering Team Criterion Team Project Manager
March 14, 2018	Criterion evidence gathering completed (end Phase I)	Criterion Teams
April 2018	GWCC Representatives attend HLC Conference (6-10 member team) Criterion Teams prepare outline for Assurance Argument (Phase II) Steering Committee Meeting HLC conference results	Tri Chairs Campus Employees Steering Team Tri Chairs Steering Team
May 2018 - March 2019	Writing and Editing of Assurance Argument Begin setting up Assurance Argument in system	Writer, Editor Project Manager

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September 2018	Draft 1 review of Assurance Argument	Criterion Teams
October 1, 2018	Feedback from Criterion Teams due	Criterion Teams
October 2018	Edit Assurance Argument based on Criterion Teams' feedback	Writer
November 2018	Draft 2 review of Assurance Argument Post draft to GW HLC website	College Community Web Moderator
January 8, 2019	Feedback from College Community due	College Community
December 2018 - February 2019	Edit Assurance Argument based on College Community feedback	Writer
February 2019	Draft 3 review of Assurance Argument Post draft to GW HLC website	College Community Web Moderator
March 2019	Edit Assurance Argument based on College Community feedback	Writer
March-April 2019	Draft 4 review of Assurance Argument Post draft to GW HLC website	Tri Chairs, External partner, External contractor Web Moderator
April 2019	GWCC Representatives attend HLC Conference	Tri Chairs, Campus Employees
April - May 2019	Revise, edit and finalize Assurance Argument	Editor
May 2019	Begin Planning for Team Visit Hotel Flights Food Workspace Schedule computer access	Tri Chairs Project Manager
May 17, 2019	Third party comment notice published	Federal Compliance Team
Summer 2019	Move final Assurance Argument into HLC system and update/link evidence documents Final review of Assurance Argument Post final version to GW HLC website	Accreditation Liaison Officer and Project Manager Tri Chairs and President Web Moderator
August 2019	Final Draft Presented to Chancellor/Board for review/approval Update website	Tri Chairs, President Engagement Team
August-Sept, 2019	"Lock" Assurance Argument - also shared with Site Visit Team	Tri Chairs
Fall 2019	Dialogue Day #2 to discuss final Assurance Argument	Tri Chairs, College Community
November 4, 2019	Third party comments are due to HLC.	Federal Compliance Team (no action req'd)
Nov 11, 2019	HLC send third party comments to college and visit team chairs	ALO
Dec 2-3, 2019	Team Visit Assist Team	Tri Chairs Project Manager
Late Spring – Summer 2020	Team Report Draft Arrives Do "errors of fact check" on Team Report Draft Report to All College Community Regarding Results Report to MCCC and Community Regarding Results Write Response to Team Report Update Website Regarding Results	Tri Chairs Tri Chairs Project Manager President Institutional Advancement Engagement Team
Fall 2020	Incorporate results of Open Pathways Study into Strategic Plan	Institutional Effectiveness