

Proposed SACS Reaffirmation Time-Line

Macon State College – Class of 2013 (Track A)

September 2010 – May 2011

- Select Macon State College SACS reaffirmation leadership team.
- Bring a SACS pre-assessment consultant to campus for approximately 3 days to meet with SACS leadership team, academic and administrative department heads, and other groups as determined set the expectations of and review the reaffirmation process, core requirements, and comprehensive standards.
- Administrative Leaders to receive core requirements, comprehensive standards, and federal requirements and begin collecting evidence of compliance pertaining to their specific departments and write rough draft of narrative necessary for each standard.
- Create a QEP project team which will hold planning meetings pertaining to QEP requirements and topic selection. Topic should be selected by the end of this period.
- Creation of SACS reaffirmation website for the institution community for the purposes of updating of progress.
- Develop electronic format for academic and administrative unit assessment, submission of Compliance Certification, and for the Faculty Roster components.

January 31, 2011

- Macon State College SACS leadership team will attend SACS COC training session. There are 5 required members of the campus leadership team who will attend this training session.

August 2011 – January 2012

- Announce Quality Enhancement Plan (QEP) to campus community and get commitment from faculty, administration, staff, students, and governing board.
- Select QEP task force to plan and write QEP implantation and assessment / evaluation components.
- Complete first draft of QEP.
- Collect compliance standards and requirements narratives and evidence from academic and administrative heads.
- Complete the final draft of the Compliance Certification document.
- Hire proofreader to review Compliance Certification and QEP documents.
- Convert all materials to electronic formats which include flash drives, DVD, public access website, and password protected websites.
- Complete faculty and administrative staff rosters in SACS format.
- Schedule a visit from appropriate SACS representative to meet with Compliance Certification Committee and QEP Committee.

January 2012 – February 2012

- Continue revision and electronic format conversions.
- Make edits to Compliance Certification document suggested by the proofreader.
- Continue work on the QEP document.

March 2012

- Compliance Certification due to SACS COC and to the off-site committee members.

May 2012 (approximately second week)

- Off-site review of Compliance Certification and documentation completed.

June 2012 (approximately fourth week)

- Off-site committee report sent to Macon State College.
- Non-compliance items to be addressed by Macon State College in Focused Report.
- Write responses for items of non-compliance in Focused Report
- Complete and proof read final draft of QEP.
- Make final edits to Focused Report and QEP.
- Convert documents into appropriate electronic formats.

4 – 6 weeks prior to On-site Peer Review which will be scheduled for September – November 2012

- Focused Report due.
- Quality Enhancement Plan is due.

September – November 2012

On-site review is conducted (focusing on Focused Report and QEP).

June 2013

- Macon State College receives On-Site Reaffirmation Report

August 2013

- Macon State College's response to the On-Site Reaffirmation Report is due.

December 2013

- Review and decision by SACS Commission on Colleges on Macon State College's reaffirmation (announcement at SACS annual meeting in Atlanta, GA, December 10, 2013).