

*Updated on 08.18.2016*

## **Chronology of Events for the 2017 Reaffirmation Process**

**Fall 2012** – AAVP for Curriculum and AAVP for Assessment and Accreditation attended WASC educational program on critical thinking and information literacy.

**Winter 2013** – AAVP for Curriculum and AAVP for Assessment and Accreditation drafted the Institutional Learning Outcomes (ILOs); shared ILOs at Dean’s Council; students ranked possible components for each ILO for clarity and importance.

**Fall 2013** – Introduced ILOs at the general faculty meeting

**November 14, 2013** – Conducted ILO workshop at department chair retreat (see [Institutional Learning Outcomes](#)).

**March 5-7, 2014** – Hosted WASC Special Visit (see [2014 Special Visit](#)).

**Summer 2014** ELEG – Developed Institutional Report Framework for 2017 Reaffirmation.

**Fall 2014** – Institutional Report Framework shared with and received feedback from the VP for Academics, President’s Council, Dean’s Council, Academic Council, IEAC and UAC.

**March 9, 2015** IEAC – IEAC began regularly scheduled meetings to begin preparation of the Institutional Report; overview of the reaffirmation process, WSCUC Standards and CFRs, Institutional Report components, and begin Self-Review under WSCUC Standards (Self-Review); discussed and ranked CFRs 1.1 and 1.2

**March 23, 2015** IEAC – Continued Self-Review. Each IEAC member read the content on their own and used the guide to assign a rank and importance. The group discussed the CFRs and came to group consensus on the final rank. Discussed and ranked CFRs 1.3 through 2.3.

**April 6, 2015** IEAC – Reviewed MQID and ILOs, what was accomplished so far, and what still needs to be done; also reviewed components 3 and 4 in the Institutional Report. Continued Self-Review discussion on CFRs 2.3 and 1.4 and went on to 2.4.

**April 13, 2015** IEAC – Continued Self-Review. CFRs 2.5 through 2.12.

**May 4, 2015** IEAC – Continued Self-Review. CFRs 2.13 through 3.10.

**May 18-20, 2015** – WSCUC Assessment 101 and Big 5 Workshops in Honolulu where IEAC, UAC and faculty members attended (14 total from BYU-Hawaii).

**June 1, 2015** IEAC – Finished the Self-Review for CFRs 4.1 through 4.7 and began overview of all CFRs.

**June 8, 2015** IEAC – Completed overview and adjusted rankings of all CFRs.

**June 11, 2015** – Sent Institutional Report outline draft to Christopher Oberg (Vice President and Chief Operations Officer of WSCUC, and WSCUC liaison for BYU-Hawaii) for feedback and suggestions.

**June 16, 2015** ELEG – Reviewed core competencies and items that needed to be completed during the summer.

**June 25, 2015** ELEG – Reviewed Christopher Oberg’s response to the outline; further developed the report outline.

**July 2, 2015** ELEG – Edited the work completed by IEAC for the Self-Review; aligned comments to be consistent in Standard 1.

**July 8, 2015** ELEG – Identified items that must be addressed from July 2014 WASC Commission letter; continued work on the Self-Review under WSCUC Standards for Standard 2.

**July 28, 2015** Dean’s Council – Formed writing groups for Institutional Report components.

**August 4, 2015** ELEG – Created drafts of each component framework to share with Institutional Report writing groups.

**August 6, 2015** ELEG – Reviewed CFRs and comments under Standard 1 and responded to the synthesis and reflection questions; reviewed Standard 3 CFRs and comments.

**August 10, 2015** ELEG – Continued overview of Standard 3 CFRs and started review of Standard 4 CFRs.

**August 11, 2015** ELEG – Finished overview of Standard 4 CFRs.

**August 12, 2015** ELEG – Completed synthesis and reflection questions for Standard 3.

**August 13, 2015** ELEG – Completed synthesis and reflection questions for Standard 4 and worked on Summative Questions for the Self-Review.

**August 17, 2015** IEAC – Reviewed updated timeline, Institutional Report outline, individual component framework sheets and Self-Review. Discussed how groups should proceed, overall process for writing the Institutional Report and the chairs assigned for each group.

**August 17-22, 2015** – Faculty-led ILO/Core Competencies groups (information literacy, oral communication, written communication) began meeting to develop research methodology.

**August 19-21, 2015** – Conducted critical thinking workshops with Carol Gittens for all interested campus faculty and academic leaders.

**August 20, 2015** – Posted Self-Review and Institutional Report outline to accreditation website.

**September 17, 2015** – Web conference with Christopher Oberg.

**July 2015 to current** – Component 2 and 6 writing group meets every Thursday.

**August 2015 to current** – Component 1 and 4 writing group meets every Tuesday.

**October 15, 2015** – Component 5 writing group meeting.

**November 21, 2015** – Written Communication norming session pilot.

**November 23, 2015** – Component 3 writing group meeting.

**December 7, 2015** – Component 3 writing group meeting.

**December 10-22, 2015** – Interviews regarding new calendar in fall 2015.

**December 12, 2015** – Information Literacy norming session.

**December 14, 2015** – Component 3 writing group meeting.

**December 15, 2015** – University Assessment Committee meeting.

**December 16, 2015** – Component 5 writing group meeting.

**January 7, 2016** – Component 5 writing group meeting.

**January 7, 2016** – Initial meeting with Quantitative Reasoning ILO/Core Competency group lead.

**January 7, 2016** – Faculty Meeting.

**January 11, 2016** – University Assessment Committee Canvas Taskforce meeting.

**January 11, 2016** – Component 3 writing group meeting.

**January 20, 2016** – University Assessment Committee Meeting.

**January 20, 2016** – University Assessment Committee Meeting.

**January 20, 2016** – Component 3 writing group meeting.

**January to March 2016** – Drafts from component writing groups due end of January to beginning of March.

**February 4, 2016** – Institutional Report editing group receives component 2 and begins editing.

**February 1-3, 2016** – Customer Service survey blitz.

**February 19, 2016** - Institutional Report editing group receives component 5. Editing continues on components 2 and 5.

**March 3, 2016** – Institutional Report editing group receives component 6. Editing continues on components 2, 5 and 6.

**March 21, 2016** – Institutional Report editing group receives component 3. Editing continues on components 2, 3, 5 and 6.

**March 28, 2016** - Institutional Report editing group receives component 4. Editing continues on components 2, 3, 4, 5 and 6.

**April 18, 2016** - Institutional Report editing group receives component 1.

**April 19, 2016** –Institutional Report component drafts 1 through 6 are posted to the accreditation website and campus-wide town hall meetings and display stations begin.

**April 19, 2016** – Town hall meeting in Aloha Center Ballroom

**April 20-22, 2016** – Information display in Aloha Center Mall

**April 25-27, 2016** – Information display in Heber J. Grant Building

**April 28, 2016** – Town hall meeting in Aloha Center Ballroom

**April 29, 2016** - Institutional Report editing group receives component 7

**May 2-3, 2016** – Information display in Library lobby

**May 4, 2016** – Town hall meeting in Aloha Center Ballroom

**May 5-6, 2016** – Information display in Library

**May 5-11, 2016**- ALO incorporates feedback from town hall meetings into institutional report components

**May 12, 2016** – ALO brings all component pieces together in one comprehensive document and shares it with the editing group.

**May 20, 2016** - Institutional Report editing group receives component 9.

**End of May 2016** – Editing group finishes editing the comprehensive report.

**June 2016** – Senior administration reviews and edits the Institutional Report. At the same time, ELEG prepares documents for exhibits.

**June 23, 2016** – Senior administration completes their review and edits and hands off the report to the ALO.

**June 23-30, 2016** – ELEG prepares institutional report and exhibits documents for the box.com environment.

**July 1, 2016** – ALO uploads institutional report and exhibit to box.com

**July 12, 2016** – Institutional Report and exhibits due to WSCUC