

Specific Timeline for De Anza College Accreditation Self-Study 2011

Jan. 3	All standard team drafts due to editor
Jan. 3- April 1	Write/collect front matter for self-study
Feb. 15	Edited Draft #1 due to teams from editor
March 11	Draft #1 edits/changes due back to editor
March 21	Editor sends Draft #2 back to teams
April 1	Draft #2 edits/changes due back to editor
April 4	Front matter due to editor
April 4-11	Editor incorporates edits/changes and front matter into Draft #3
April 11-27	Graphic designer designs document with Draft #3
April 28-May 28	Draft #3 ready for review and presentation to governance groups and campus
May 30	ALL FINAL EDITS/CHANGES DUE TO EDITOR AND GRAPHIC DESIGNER FOR DRAFT #4
June 8	Copies of Self-Study Final Draft due to district offices for Board packets
June 20	Presentation of Final Draft #4 to Board of Trustees for approval
July 6	Final proofing of document; Self-Study goes to print
Aug. 1	Send Self-Study to site visiting team; post to website
August-September	Finish gathering all sources/evidence in one place; make sure website has up-to-date documents
October	Set up evidence room; ACCJC site team visit scheduled for Oct. 24-27, 2011