



**SACS COMPLIANCE CERTIFICATION STEERING COMMITTEE/SUB-COMMITTEE WORKING OUTLINE**

For ease of reference, the tasks specific to the steering committee and sub-committees are highlighted in yellow, juxtaposed against the overall SACS re-certification schedule which must be maintained. Also included in this schedule is the University’s timeline in addressing its academic monitoring status.

<b>2011 SPRING (1.5 yrs to Compliance Certification; 2 yrs to QEP)</b>		
January	Recruit membership for Compliance Certification steering committee.	Primary focus of spring semester is completion of a compliance audit: a “first stroke” at analyzing the standards and identifying areas in which ASU may need additional data or in which no data exists. This work will be done primarily at the sub-committee level with assistance from the chair and assistant chair.
February	Compliance Certification steering committee begins meeting on a regular basis, as do sub-committees.	
By March	Confirm resources needed (financial, physical, human) to develop the QEP in a timely manner and in accordance with SACS guidelines.	
April 15	First monitoring report submitted to SACS	
May	QEP topic announced.	
<b>2011 SUMMER (1.2 yrs to Compliance Certification; 1.7 yrs to QEP)</b>		
The summer will focus “behind-the-scenes” work to establish venues by which additional data can be collected (e.g., drafting survey instruments as necessary). The majority of this work will be with Dr. Limbaugh, Dr. Logan, their respective staffs, and those sub-committee chairs most affected.		
June (2 <sup>nd</sup> Monday)	Orientation of local SACS leadership team (in Atlanta)	
July	SACS reviews monitoring report and makes decision on ASU’s status	
<b>2011 FALL (1 yr to Compliance Certification; 1.5 yrs to QEP)</b>		
All semester	Compliance Certification steering committee meets on a regular basis.	During the fall, additional data will be collected and evaluated. The writing process will begin.
All semester	QEP team meets on a regular basis.	
<b>2012 SPRING (.5 yr to Compliance Certification; 1 yr to QEP)</b>		
All semester	Compliance Certification steering committee meets on a regular basis.	The primary focus will be completion of data analysis and writing of draft. Drafts are forwarded to the editor on a regular basis. Note that the entire document is due
All semester	QEP team meets on a regular basis.	

		September 10, 2012.
April 15	Second and final monitoring report submitted to SACS	
<b>2012 SUMMER (.3 yr to Compliance Certification; .7 yr to QEP)</b>		
July	SACS makes decision if ASU has made appropriate progress to have meet requirements to lift monitoring	
Final work is done on compliance certification.		
<b>2012 FALL (Compliance Certification DUE; .5 yr to QEP)</b>		
September 10	Compliance certification due: <ul style="list-style-type: none"> <li>Document completed by ASU that demonstrates its judgment of the extent of its compliance with each of the Core Requirements, Comprehensive Standards, and federal regulations (with the exception of Core Requirement Twelve—Quality Enhancement Plan—which is submitted separately).</li> <li>Based on the findings of ASU’s self-study.</li> </ul>	Meetings during this time period will primarily focus on preparation for the on-site team visit.
November: 2 <sup>nd</sup> week	Off-site review conducted.	
<b>2013 SPRING (reaffirmation semester)</b>		
Six weeks prior to on-site review	<ul style="list-style-type: none"> <li>Quality Enhancement Plan due.</li> <li>Optional Focused Report and updated Institutional Summary Form due.</li> </ul>	
Mid-January/3 <sup>rd</sup> week in April	On-site reaccreditation review.	The steering committee and sub-committees should be available to meet with the visiting team as necessary.
<b>2013 SUMMER and FALL</b>		
July	SACS makes recommendation on status of accreditation	
December	SACS commissioners decide on ASU accreditation	

As of February 6, 2011/JML