

## DUCOM Self Study 21 Timeline

May, 2019	Timeline, assign DCI sections, develop committees/standards, chairs/members	Donna and Val
June 10, 2019	Distribution of data collection instrument (DCI)	Tamar
July 1, 2019	complete Self Study Committee Chair/ faculty Assignments with confirmations	Donna
Sept	work with SA to identify student leaders, members	Donna, Val and Amy
Sept 15, 2019	1 <sup>st</sup> iteration - database sections due	Tamar
Oct, 2019	Student committee orientation to ISA	Donna, assessment dean
Nov 15, 2019	writing/integration of database	Donna and Val
Jan 10, 2019	draft ISA to leadership (ensure correct questions included)	Donna/assessment dean
Jan 30	Convene Task Force (monthly mtgs), distribute standards, report structure, give overview	Donna and Val
Jan 30	Convene committees with database sections (biweekly mtgs)	Donna and Val
Feb 5, 2020	ISA launched	Student leaders
March 5, 2020	ISA closes	
March 1-20	update all tables with 19-20 data	Donna and Tamar
March- Apr	Student report drafted	student leaders
May	student report to Task Force	student leaders
May and June	draft reports of committee mtgs due, discussed at Task Force mtgs	committee chairs
August/sept	DCI updates	Tamar/Robin
July	final committee reports due to task force	committee chairs
July -sept	Task Force summary self study report drafted	Donna and Val
Dec 21 <sup>st</sup> , 2020	submit DCI, Summary and ISA to LCME	Donna/Val

Sept/Oct	Summary report reviewed and finalized	
Dec – feb	site visit logistics planning	Robin, Donna and Val
Jan	mock visit	
Feb/March	final preparations, updates to DCI	donna/val/robin/tamar
<b>March 21-24</b>	<b>site visit</b>	