



FALL 2019 CANDIDATE ACADEMY PART 2 – ACCREDITATION PREP
November 13 - 15, 2019
Schedule of Required Workshops

TUESDAY, November 12

4:00 – 5:00 pm	EARLY CONFERENCE CHECK IN	
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WEDNESDAY, November 13

7:30 - 8:30 am	CONFERENCE CHECK IN	
7:30 – 8:30 am	Continental Breakfast	
8:30 – 9:30 am	COE FIRST GENERAL SESSION	
9:30 – 10:00 am	Beverage Break	
10:00 – 12:00 noon	Advisory Committees, Written Plans, and Substantive Changes	
12:00 noon - 1:30 pm	Lunch (on your own)	
1:30 – 3:00 pm	How to Host a Visiting Team/Preparing Exhibits for the Visit	
3:00 – 3:30 pm	Beverages Available	
6:30 – 8:00 pm	COE RECEPTION	

**** Please note that participants must attend all sessions as required in order to receive a certificate of completion.**

THURSDAY, November 14

7:30 - 8:30 am	Continental Breakfast	
8:30 – 9:30 am	COE SECOND GENERAL SESSION	
9:30 – 10:00 am	Beverage Break	
10:00 – 12:00 noon	<p style="text-align: center;">The Annual Report*</p> <p>The basics of the reporting process are covered in this session including an introduction to the software used for reporting.</p>	
12:00 – 1:30 pm	Lunch (on your own)	
1:30 – 3:30 pm	The Self-Study for Beginners	
4:00 – 5:00 pm	<p style="text-align: center;">Homework Review</p> <p>At the conclusion of Candidate Academy Part 1, participants were given a homework assignment to complete prior to Candidate Academy Part 2. This session reviews that assignment.</p>	

*Certificate of Attendance Workshop

FRIDAY, November 15

7:30 - 8:30 am	Continental Breakfast	
8:30 – 10:00 am	COE THIRD GENERAL SESSION and BUSINESS MEETING	
10:00 – 10:30 am	Beverage Break	
10:30 am – 12:30 pm	<p style="text-align: center;">The Annual Report Pt. 2: Reporting Student Achievement Data (CPL)* (For Public, Non-Public and Registered Apprenticeships only)</p> <p>This presentation covers the section of the annual report dealing with reporting student achievement data for each program. Providing accurate data consistent with the Council's definitions is critical for the benefit of all institutions completing this section.</p>	

*Certificate of Attendance Workshop

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