



2019 Annual Meeting Program AT-A-GLANCE

TUESDAY, November 12	
4:00 – 6:00 pm	Early Conference Check In
5:00 – 6:00 pm	Host Workshop (and Team Member Booster)

WEDNESDAY, November 13						
7:30 am - 5:00 pm	CONFERENCE CHECK IN/COE Office Hours					
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 am – 12:00 noon	Accreditation Compliance Track				Accreditation Maintenance Track	Accreditation Evaluation Track
	The Self-Study* Part 1 of 2: Non-Public Institutions/Reg. Apprenticeships	The Self-Study* Part 1 of 2: Public Institutions	The Self-Study*: Federal Institutions	The Self-Study*: Job Corps Centers	Best Practices: COE Accreditation Calendar	Accreditation* Visiting Team LEADER Certification PART 1A
12 noon – 1:30 pm	Lunch – on your own					
1:30 – 3:00 pm	Accreditation Compliance Track	Accreditation Maintenance Track	Elective	Accreditation Evaluation Track		
	<p style="background-color: yellow; display: inline-block; padding: 2px;">(1:30 – 5:00 pm)</p> The Self-Study* – Part 2 of 2: Non-Public, Public & Registered Apprenticeships Only Preparing Self-Study Exhibits <p style="background-color: yellow; display: inline-block; padding: 2px;">Session continues after beverage break</p>	The COE Approved Program List (For Public, Non-Public, Registered Apprenticeships & Job Corps only)	Community of Practice for Federal Institutions Part 1	Accreditation Visiting Team MEMBER Certification* PART 1	Accreditation Visiting Team LEADER Certification* PART 1B	

*Indicates workshops with certificates of attendance.

WEDNESDAY (continued...)					
3:00 – 3:30 pm	Beverage Break				
3:30 – 5:00 pm	Accreditation Compliance Track	Elective	Accreditation Maintenance Track		Accreditation Evaluation Track
	The Self-Study* Part 2 of 2 (continued): Non-Public, Public & Registered App. ONLY Writing Plans for Self-Study	Multimedia and Social Media (For all institutions)	By the Numbers – Standard 7 and Beyond (Financial Resources)	Creating Digital Files	(3:30 – 5:30 pm) Accreditation Visiting Team Certification Series -Writing Findings of Non-Compliance* PART 2
6:30 – 8:00 pm	COE RECEPTION				

THURSDAY, November 14					
7:30 am – 3:30 pm	CONFERENCE CHECK IN/COE Office Hours				
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 am – 12:00 noon	Accreditation Compliance Track & Candidate Academy Part 2	Elective	Accreditation Maintenance Track		Accreditation Evaluation Track
	The Annual Report* (For all institutions)	Community of Practice for Federal Institutions Pt 2	Substantive Change Applications	Leave the Welcome Mat Out – Unannounced Visits	Accreditation Visiting Team MEMBER Certification* PART 1 <u>REPEAT</u>

*Indicates workshops with certificates of attendance.

THURSDAY (continued...)

12:00 noon – 1:30 pm	<i>Lunch – on your own</i>				
1:30 – 3:30 pm	Accreditation Compliance Track		Elective	Accreditation Maintenance Track	Accreditation Evaluation Track
	The Annual Report: Reporting Student Achievement Data (CPL) * (For Public, Non-Public, Registered Apprenticeships only)	How to Prepare For and Host a Visiting Team	Special Topic for Registered Apprenticeship Institutions	Best Practices: COE Accreditation Calendar <u>REPEAT</u>	Accreditation Visiting Team Certification Series Writing Findings of Non-Compliance* PART 2 <u>REPEAT</u>

FRIDAY, November 15

7:30 am – 1:00 pm	CONFERENCE CHECK IN/COE Office Hours				
7:30 – 8:30 am	CONTINENTAL BREAKFAST				
8:30 – 10:00 am	COE THIRD GENERAL SESSION AND BUSINESS MEETING Speaker: Dr. Gary Puckett, COE Executive Director				
10:00 – 10:30 am	Beverage Break				
10:30 am – 12 noon	Accreditation Compliance Track			Accreditation Maintenance Track	
	Responding to Findings of Non-Compliance – Documentation Not Discourse	How to Prepare for and Host a Visiting Team <u>REPEAT</u>	Occupational Advisory Committees: Moving from Compliance to a Commitment to Operational Excellence	Creating Digital Files <u>REPEAT</u>	Improving Student Achievement (CPL) Writing Improvement Plans

*Indicates workshops with certificates of attendance.

EXPLANATION OF WORKSHOP TRACKS

1. **ACCREDITATION EVALUATION TRACK** -Coded in **YELLOW**. This track is geared toward individuals who will lead and/or serve on initial and reaffirmation visiting teams. This certification must be renewed every 3 years. Multiple sessions are required in order to receive a certificate for Team Leader or Team Member.
2. **ACCREDITATION COMPLIANCE TRACK** – Coded in **GREEN**. This track is geared toward institutions preparing to host initial or reaffirmation visiting teams. Multiple sessions are required for non-public and public institutions and registered apprenticeships in order to receive a certificate for the Self-Study. Institutions hosting initial or reaffirmation visiting teams should also attend The Annual Report and The Annual Report Part 2 – Reporting Student Achievement Data (CPL) (for public, non-public and apprenticeship institutions).
3. **ACCREDITATION MAINTENANCE TRACK** - Coded in **PURPLE**. This track provides training on areas of interest to schools such as preparing for unannounced visits and using CPL to improve student achievement.
4. **ELECTIVES** – Coded in **ORANGE** for specific groups only. These sessions DO NOT offer a certificate of attendance.