2024/2025 ACCREDITATION HIGH LEVEL TIMELINE

UGME ACCREDITATION 2025

	Jan 23	CACMS releases DCI
DCI sections distributed to leads (2 months to complete - Apr 30, 2023)	Jan/Feb 23	
	Apr 23	MSS Steering Committee appointed & CACMS workshop held
Students form ISA Steering Committee & Faculty-wide kick-off held	May 23	
	Jun 23	Completed DCI sections distributed to MSS Committee & sub-committees for review & complete rating forms by Jan 31, 2024
Dean & Sr Assoc Dean provide overview to depts, internal & external stakeholders	Sep 23	
	Sep/Oct 23	Identify & invite 1-2 external reviewers to conduct mock accreditation in June 2024
ISA survey distributed to all students (deadline for completion no later than Mar 31, 2024)	Jan 24	
	Feb/Mar 24	CACMS advises Dean of members of site visit team & Stage 1 visit schedule drafted
ISA data received from CACMS; ISA tables updated in DCI & circulated to MSS Steering Committee; & ISA Steering Committee begins analysis	Mar 24	
	Jun 24	ISA Steering Committee submits report to Dean & Sr. Assoc Dean; distributed to MSS Steering Committee; element rating forms updated
Mock accreditation (report expected in 4-6 weeks after visit)	Jun/Jul 24	
	Jul/Aug 24	MSS Steering Committee reviews mock accreditation report & updates element rating forms as appropriate
Dean & Sr. Assoc Dean review final DCI & element rating forms received from MSS Steering Committee	Aug 2024	
	Sept 24	Communications Advisor completes final review and edits of DCI, element rating forms and self study report
DCI, appendices, ISA, & self study report submitted to CACMS on Nov 17, 2024	Nov 24	
	Jan 25	Prep meetings with individual/groups that are meeting with site team to discuss DCI, element rating forms, ISA, etc.
Stage 1 Visit - Feb 17-20, 2025	Feb 25	
	Feb/Mar 25	Team Secretary meets with school to discuss schedule for Stage 2 Visit
Stage 2 Visit - March 24-25, 2025	Mar 25	
	May 25	Dean reviews preliminary report & provides factual errors; final decision expected 3-6 months after visit

ISA - Independent Student Analysis
MSS - Medical School Self-Study
DCI - Data Collection Instrument