

# ACCSC SCHOOL GUIDE - ANNUAL MEETINGS

## Bayside Projects Consulting Free Download Reference Guide

Suggested annual meetings for ACCSC-accredited schools. Schedule and meetings may vary depending on the institution's scope and size. ACCSC standards are subject to change. We recommend confirming your institution meetings comply with best practices, licensing, ACCSC, and any additional regulatory standards that may apply.

Meeting	Frequency	Participants	External Members?	January Meeting	April Meeting	July Meeting	October Meeting
<b>INSTITUTIONAL ASSESSMENT MEETING</b>  <i>(Reviews the IAIP report, IAIP action items, and related topics)</i>	Quarterly	Personnel representing each department of the school (directors).	NO	X	X	X	X
<b>STAFF MEETING</b>  <i>(Informs personnel of last year's results, reports, and current year plans. Receive personnel feedback)</i>	Annual	All school personnel listed in the organizational chart and catalog: administrative and faculty	NO	X			
<b>PROGRAM ADVISORY COMMITTEE (PAC)</b>  <i>(Reviews school programs as per ACCSC standards. One meeting per program or programs' cluster)</i>	Annual	External advisory members and school representatives such as the President, Director of Education, program administrators, and faculty members.	YES		X		
<b>PROGRAM REVIEWS BY ACADEMIC DEPARTMENT</b>  <i>(Reviews each program as per ACCSC standards)</i>	Annual	Director of Education and faculty members	NO				X
<b>ACADEMIC MEETING</b>  <i>(Reviews academic topics)</i>	Quarterly	Director of Education and faculty.	NO	X	X	X	X
<b>FINANCIAL MEETING</b>  <i>(Reviews financial topics)</i>	Quarterly	President, Financial Director, Accountant, Financial Auditor.	NO	X	X	X	X

Need assistance with your institution's ACCSC initial accreditation? We are glad to help. Visit our [ACCSC Accreditation Page](#) for the application process information and additional reference guides. Visit [ACCSC Accreditation Consulting](#) for a list of the services we provide. Request a complimentary consultation. [Bayside Projects Consulting](#).