Stage 1. The Institutional Proposal

**Purposes:** The Institutional Proposal is the first element of the Institutional Presentation and the first element of the three-stage review process. Once the Proposal is accepted, it becomes part of the total body of institutional material that supports the review during the subsequent two stages. As such, the Proposal will be shared with the review teams and with the Commission. The Proposal enables the review process to be anchored in each institution’s distinctive context and in its intended goals for the accreditation process. The three-stage review process is also intended to make meaningful contributions to each institution’s own internal planning and review mechanisms, as well as to reduce the burden associated with having to do work unrelated to institutional priorities.

Commission interests are assured by the fact that each Proposal is reviewed by a peer committee charged with the responsibility of examining the Proposal in the context of the Core Commitments and the Accreditation Standards. Once accepted, the Proposal may be further refined or modified during the accreditation process by mutual consent or by the Commission following the Preparatory Review.

**The Proposal Review Process:** Following submission, the Institutional Proposal is first reviewed by WASC staff, which may make comments or request revisions prior to submission to the Proposal Review Committee (PRC). The PRC membership consists of experienced administrators and faculty drawn from institutions throughout the region. The PRC discusses the Proposal with institutional representatives and accepts it if it is determined to be well-defined and likely to lead to an effective review process. At the conclusion of the PRC review process, WASC staff will inform the institution that its Proposal has been accepted and that it may proceed with the review. Working with WASC staff, the institution is responsible for preparing a final copy of the Proposal for use by evaluation teams and the Commission.