

Appendix 3b: Site Visit - Typical Agenda

Day 1

Session	Description
1.1	QAPA team preparation (in-camera)
1.2	Welcome - President
1.3	Institutional Overview - Executive Team
1.4	Overview of Program Review Processes <ul style="list-style-type: none"> • Senior administration responsible for implementing quality assurance process • Senate/Education Council Members • Faculty committees responsible for program oversight • Program Deans from sample programs
	Break
1.5	Overview of Program Development Processes <ul style="list-style-type: none"> • Senior administration responsible for implementing quality assurance process • Senate/Education Council Members • Faculty committees responsible for program oversight • Program Deans from sample programs
1.6	Campus tour (optional)
	Lunch
1.7	Review of Program Review Sample 1 <ul style="list-style-type: none"> • Program review team • Program Deans from sample programs • Faculty delivering the program
	Break
1.8	Review of Program Review Sample 2 <ul style="list-style-type: none"> • Program review team • Program Deans from sample programs • Faculty delivering the program
	QAPA team wrap-up for Day 1
	QAPA team preparation for Day 2

Day 2

Session	Description
2.1	QAPA team preparation (in-camera)
2.2	Review of Program Review Sample 3 <ul style="list-style-type: none"> • Program review team • Program Deans from sample programs • Faculty delivering the program
	Break
2.3	QAPA team discusses preliminary findings (in-camera)
2.4	Exit meeting with President and Executive Team