In-Person Program Review Site Visit Example Schedule

Tuesday, <Month Day>

6:00-8:00 p.m. Orientation with Program Review Senior Analyst

Wednesday, <Month Day>

9:00-9:30 a.m. Meet with Senior Vice President of Student Life

9:30-11:00 a.m. Campus Tour

11:30-1:00 p.m. Lunch Break

1:00-1:45 p.m. Meet with Department's Associate Vice President

2:00-2:50 p.m. Panel 1: Department Staff, Part I

3:00-3:50 p.m. Panel 2: Department Staff, Part II

4:00-5:00 p m. Panel 3: Faculty Stakeholders

6:00-8:00 p.m. Dinner, Blackwell Inn

Thursday, < Month Day>

9:00-9:50 a.m. Panel 4: Student Stakeholders

10:00-10:50 a.m. Panel 5: Departmental Operation Support (e.g., Human

Resources, Financial Management, Center for the Study of Student

Life, Student Life Marketing and Communications, etc.)

11:00-11:50 a.m. Panel 6: Student Life Partners, Part I

12:00-1:00 p.m. Lunch Break

1:00-1:50 p.m. Panel 7: Student Life Partners, Part II

2:00-2:50 p.m. Panel 8: University Partners

3:00-3:50 p.m. Panel 9: Other Community Stakeholders

4:00-4:50 p.m. Panel 10: Meet with Department Director

6:00-8:00 p.m. Dinner, Blackwell Inn



In-Person Program Review Site Visit Example Schedule

Friday, <Month Day>

9:00-10:00 a.m. Preliminary Findings Preparation

10:00-12:00 p.m. Presentation of External Committee Preliminary Findings

12:00 p.m. Meeting concludes