

Example External Reviewers Team Site Visit Itinerary

Day 1

8:00-8:50	Orientation and welcome (APR committee and executive/administrative assistants)
9:00-9:50	Overview of program (dean, department chair, program coordinator)
10:00-10:50	Classroom observation
11:00-11:50	Meet with program faculty/staff
12:00-1:00	Lunch
1:00-1:50	Meet with the Associate Provost for Undergraduate and/or Graduate Education
2:00-2:50	Meet with current students
3:00-3:50	Meet with dean
4:00-4:50	External Review Team only

Arrange plans for dinner or transportation back to hotel

Day 2

8:00-8:50	External Review Team only
9:00-9:50	Meet with any unit partners or additional leadership
10:00-10:50	Meet with affiliated and adjunct faculty
11:00-11:50	Meet with alumni
12:00-12:50	LUNCH
1:00-1:50	Meet with OIEP
2:00-2:50	External Reviewer Team only
3:00-3:50	Compile preliminary findings
4:00-4:45	Exit interview with APR committee and dean