ACCREDITATION VISIT- OTIS COLLEGE OF ART AND DESIGN

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| Visiting Team Members | Chair | Assistant Chair | Team Member | Team Member | Team Member | WSCUC Staff |
| Fred Fehlau | Karen Dunn-Haley | Kay McElrath | Mitsue Yokota | Hector Sambolin | Lori Williams |
| *Meetings shown below without specific visiting team attendees assume all will attend. Please see accompanying handout for titles of Otis attendees.* |

APRIL 17

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| 3:00–4:00 | Team arrives at Custom Hotel |
| 4:00–6:00 | Team meets in hotel in executive session to confirm assignments, refine areas of exploration, plan visit methods, review schedule, order next day lunch |
| 6:00 | Team dines in executive session at hotel or restaurant |

APRIL 18

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| 8:00-8:30 | Meeting with the ALO, Exec Asst to President, Executive Asst to Provost, IT support: orientation to team room, technology resources, facilities Team Room—President’s Boardroom |
| 8:30-9:30 | Meeting with President Ferguson-President’s Office |
| 9:45-11:00 | Tour campus—Department Chairs |
| 11:15-12:15 | Meeting with faculty—FRED, MITSUE, HECTOR Room: the Forum | Meeting With CFO — KAY, KAREN Room: 203 |
| 12:30-1:30 | Lunch --Boardroom |
| 1:45-2:45 | Meet with Senior Team ALL TEAM MEMBERS Room: 407 |
| 3:00-4:00 | Meet with Board members ALL TEAM MEMBERS Room: 407  |

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| Visiting Team Attendees | HECTOR, MITSUE, KAREN Room: 306 | KAY, FRED Room: 206 |
| 4:15-5:15 | **Assessment**Debra BallardHeather Joseph WithamLaura KirallaSue MaberryTucker NeelNick NegreteRich SheltonAngila RomiousJean-Marie Venturini | **Governance**Peter GadolDrew PlakosKerri SteinbergJessica Ngo |
| 5:30-6:00 | Team debriefing in executive session in team room/Check in with ALO for any schedule changes for Day 2 |
| 6:00-8:30 | Hotel or restaurant for dinner in executive session (reservations made by ALO); then, team works on report draft |

APRIL 19

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| Visiting Team Attendees | KAY, KAREN, FRED Room: 407 | HECTOR, MITSUE Room: 306 |
| 8:00-9:00 | Program Review and BudgetDebra BallardMeg CranstonPatricia KovicRandall LavenderConnie MartinezKali NikitasJoanne MitchellLinda PollariChristine Sanchez | Student Success and AdvisingHeather BixbyCarol BranchRachel BromsleRicardo EstradaRoni FeldmanSiri KaurLaura KirallaMaggie Light Mike LunaCarrie MalcomAngila Romious |

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| Visiting Team Attendees | MITSUE, FRED Room: 206 |  | HECTOR, KAY, KAREN Room 407 |
| 9:15-10:15 | Grad ProgramsRoy DowellPeter GadolKali NikitasKim RussoKade Twist |  | Extension EducationDebra Ballard Inez BushAmy GantmanAnna ManzanoMichaela Matsumoto |
| 10:30-11:00 | Team debriefing in executive session in team room |
| Visiting Team Attendees | HECTOR, FRED, KAY Room: the Forum | MITSUE, KAREN Room: 206 |
| 11:15-12:15 | Meet with students | Diversity/InclusionDebra BallardCarol BranchDavid BremerKaren HillNick NegreteKim RussoDiversity Grant recipient -- JoAnn Staten  |
| 12:30-1:30 | Meet with Department Chairs and Program Directors ALL TEAM MEMBERS Room:312 |
| Visiting Team Attendees | HECTOR, MITSUE, KAREN the Forum | KAY, FRED Room: 407 |
| 1:45-2:45 | Meet with Staff | Strategic Planning/Financial PlanningMatthew GallagherKaren HillLaura KirallaRandall LavenderPatrick MahanyAnkush MahindraClaude NicaAngila RomiousChristine Sanchez |
| 3:00-4:00 | Meet with Director of Institutional Research | FRED, HECTOR, MITSUE, KAY Room: 407 |
| 4:00-6:00 | Team returns to hotel for team break and/or meeting |
| 6:00 | Team dinner (Reservations made by ALO) |
| 7:30 | Team members draft sections of the report on their own |

APRIL 20

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| 8:00 | Team members complete drafts of assigned sections of report either at institution or in hotel |
| 11:00 | Team chair meets with President Ferguson privately re: team commendations and recommendations |
| 11:30 | Exit meeting with team and institution—the Forum |
| Noon | Team leaves institution, members transported as needed |