

YAVAPAI COLLEGE HLC VISIT SCHEDULE
Monday, September 19, 2022

Time	Activity	Team	Participants	Location
8:15am – 8:45 am	Orientation to Visiting Team’s work room	All	Tom Hughes	19-103D
9:00am – 9:45am	Meeting with President and Council	All Dr. Andrew Nwanne	President and Executive Leadership	32- President’s Conference Room
10:00am – 10:45am	Facilities Review – Main Campus (Tour)	All	TBD	Prescott Campus Tour
11:00am – 11:45am	Document Review	Ms. Laura Cates	Instructional Support (Stacey Hilton and Linda Hoffman)	1-119
11:00am – 11:45am	Faculty Meeting	Ms. Valarie Merriwether Dr. Gabe Estill	Faculty Only	19-147
11:00am – 11:45am	Federal Compliance	Dr. Andrew Nwanne Dr. Jamal Adam	Invitations will be sent for this meeting. Personnel from Financial Aid including those responsible for enforcing student conduct; academic integrity; police chief or equivalent; whomever completes the CLERY report; the Drug Free Schools report; Chair of the Behavioral Intervention Team; Title IX Coordinator(s); director/coordinator of counseling & advocacy center; director of student housing.	32-119
12:00pm – 12:45pm	Governing Board	All Dr. Andrew Nwanne	District Governing Board	32- Rock House

1:00pm – 1:45pm	Open Forum Discussion: Criteria 1 & 2 , Mission and Integrity	Ms. Valarie Merriwether Ms. Laura Cates Dr. Andrew Nwanne	Open to everyone. Invite individuals representing student services, employee training, diversity, human resources, purchasing, and other relevant functions.	19-147
1:00pm – 1:45pm	Staff Meeting	Dr. Gabe Estill Dr. Jamal Adam	Staff (excluding those in leadership capacity).	3-119
2:00pm – 2:45pm	Adjunct faculty	All Ms. Valarie Merriwether	Adjunct faculty	3-119
2:00pm – 2:45pm	Open Forum Discussion: Criterion 3 & 4 , Teaching and Learning, and Evaluation and Assessment	Dr. Jamal Adam Dr. Gabe Estill Ms. Valarie Merriwether	Open to everyone. Invite individuals representing faculty, academic deans, students, disability services, tutoring, TRIO, and others as appropriate. Invite individuals involved in assessment, curriculum management, program review, distance education, institutional research and other relevant processes.	19-147
3:00pm - 3:45 pm	Open Forum Discussion: Criterion 5 , Knowledge and Resource Management and Institutional Priorities	Ms. Laura Cates Dr. Andrew Nwanne	Open to everyone. Invite individuals involved in finance, accounting, campus operations, institutional research and effectiveness, faculty governance, information technology, and other relevant functions.	3-119
4:00pm – 5:00 pm	Team Meeting	All	None	19-103D

YAVAPAI COLLEGE HLC VISIT SCHEDULE

Tuesday, September 20, 2022

Time	Activity	Team	Participants	Location
7:00 am	YC pick up Laura Cates and drive to the Verde campus	Ms. Laura Cates	Ty Payne	
8:15am – 8:45am	Team arrival and debriefing in work room	All	None	19-103D
8:15am – 8:30 am	Team member set up in work room	Ms. Laura Cates	Karen Reed	VVC M-211
8:30 – 9:00 am	Verde Campus tour	Ms. Laura Cates	Karen Reed	VV Campus Tour
9:15 – 10:00 am	Staff Meeting	Ms. Laura Cates	Staff	VVC M-137
10:15 – 11:00 am	Student Meeting	Ms. Laura Cates	Students	VVC M-137
11:15 – 12:00	Faculty Meeting	Ms. Laura Cates	Faculty	VVC M-137
12:00 pm	Travel back to Prescott Campus	Ms. Laura Cates	None	
9:00 – 9:45 am	Meet with Students	All Ms. Valarie Merriwether	Students	3-119
9:00am – 9:45am	Distance Education Review	All Dr. Jamil Adam	Invitations will be sent for this meeting. Invite individuals involved with distance education including faculty, administrators, staff, and students.	32-119
10:00 am – 10:45am	External stakeholders and community engagement	All Dr. Jamil Adam	Invitations will be sent for this meeting. Invite representatives from external stakeholder groups such as K-12, businesses, and advisory board members.	19-147
11:00 am – 11:45am	Assessment – General Education, programs, institutional, co-curricular	All Dr. Gabe Estill	Invitations will be sent for this meeting. Invite individuals involved in assessment	19-147
12pm – 12:45 pm	Lunch	All	None	19-103

1:00pm -1:30pm	Exit meeting with President	All Dr. Andrew Nwanne	President and Executive Leadership Team	32- President's Conference Room
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