This is a suggested schedule for a business only virtual initial accreditation visit under the 2020 standards. Because of administrative differences among business schools, the participants and titles listed in this schedule may vary, but all meetings listed are important components of an accreditation visit. The school should work with the peer review team chair to develop a coordinated schedule for the visit that meets the needs of the school and peer review team.

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| --- | --- | --- | --- | --- | --- | --- |
| **Time CT****(Dallas)** | **Time ET****(Tampa)** | **Time BST (London)**  | **Event** | **Focus** | **Participants** | **Location** |
| **Sunday** |
| 4:00pm | 5:00pm | 9:00pm | Meet with Dean | Set expectations | PRT and Dean | Insert virtual meeting link here |
| 5:00pm | 6:00pm | 10:00pm | Advisory Board Members | Interaction between academics and industry | PRT and Advisory Board |  |
| 6:15pm-TBD | 7:15pm-TBD | 11:15pm-TBD | PRT Meeting  |  | PRT alone |  |
| **End of Day 1** |
| **Monday** |
| **Strategic Planning** |
| 8:00am  | 9:00am | 1:00pm | Welcome of the PRT and live virtual campus tour |  | PRT, Pro Vice Chancellor and Dean |  |
| 8:30am | 9:30am | 1:30pm | Strategic Management  | Meeting with Business School Leadership Team to discuss Strategic Planning, Financial Strategies | Deans, Vice Deans, Department Chairs |  |
| 9:15am  | 10:15am | 2:15pm | **Break** |
| **Learner Success**  |
| 9:30am | 10:30am | 2:30pm | Undergraduate Program Directors | PRT, Undergraduate Program Directors, Members of Faculty Learning & Teaching Committee and First Year Advisors |  |
| 10:15am | 11:15am | 3:15pm | Postgraduate Program Directors | PRT, Graduate Program Directors, Members of Faculty Learning & Teaching Committee |  |
| 11:00am | 12:00pm | 4:00pm | **Break** |
| 11:15am | 12:15pm | 4:15pm | Student Admissions, Professional staff and administrative support staff (concurrent session) | PRT, Student Admissions, Career Advisors, Professional staff and administrative support staff |  |
| 11:15am | 12:15pm | 4:15pm | Career Advisors on student enrichment opportunities/activities (concurrent session) | PRT, Student Admissions, Career Advisors, Professional staff and administrative support staff |  |
| 11:45am | 12:45am | 4:45am | Undergraduate Students (concurrent session) | PRT (1 member), Selected undergraduate and postgraduate students |  |
| 11:45am | 12:45am | 4:45am | Postgraduate Students (concurrent session) | PRT (2 members), Selected undergraduate and postgraduate students |  |
| 12:15pm | 1:15pm | 5:15pm | Meeting on Assurance of Learning processes | PRT, AoL/Curriculum Committee members |  |
| 12:45pm | 1:45pm | 5:45pm | Presentation on engaging with industry for student learning outcomes | PRT, Dean, AoL/Curriculum Committee members, Professional DevelopmentCoordinator, Program Director, and other selected staff |  |
| **End of Day 2** |
| **Tuesday** |
| **Faculty and Professional Staff Resources**  |
| 8:00am | 9:00am | 1:00pm | Faculty Meeting - Junior Faculty (concurrent session) | PRT (2 members), Selected Associate Professor, Professorial, Lecturer and Senior Lecturer Staff |  |
| 8:00am | 9:00am | 1:00pm | Faculty Meeting - Senior Faculty (concurrent session) | PRT (1 member), Selected Associate Professor, Professorial, Lecturer and Senior Lecturer Staff |  |
| 8:45am | 9:45am | 1:45am | Meeting with Head of international relations and key staff on internationalization | PRT, Head of international relations, Internationalization staff |  |
| 9:15am | 10:15am | 2:15pm | **Break** |
| **Thought Leadership, Engagement and Societal Impact**  |
| 9:30am  | 10:30am | 2:30pm | Presentation on engagement and collaboration with the school’s external stakeholders and its societal impact (including Diversity & Inclusion initiatives) | PRT, Dean, Vice Deans, Department Chairs, Individuals Responsible for D&I initiatives |  |
| 10:15am  | 11:15am | 3:15pm | Meeting on alumni engagement | PRT, Director-Alumni Relations, Alumni Relations Coordinator |  |
| 11:00am | 12:00pm | 4:00pm | Meeting with Research Committee and faculty to discuss research, engagement, societal impact  | PRT, Research committee/faculty |  |
| 11:45am | 12:45pm | 4:45pm | Meeting on Resources and Administration | Business School Senior Advisors: Group Resource Manager, Marketing Manager, HR Advisor, Business Development Manager, Academic Services Offer, Manager of Strategic Initiatives |  |
| 12:15pm | 1:15pm | 5:15pm | PRT works on report |
| **End of Day 3** |
| **Wednesday** |
| 8:00am | 9:00am | 1:00pm | Follow-up meeting | Additional questions, issues | PRT and Dean Assistant Deans as needed |  |
| 9:00am | 10:00am | 2:00pm | Exit Meeting | Review of draft report and recommendations | PRT, Dean, key administrative staff |  |
| 10:00am | 11:00am | 3:00pm | Meeting with President and Provost | Exit meeting | PRT, President, Provost, Dean |  |
| **Visit Concludes** |