This is a suggested schedule for a business only initial accreditation visit under the 2013 standards. Because of administrative differences among business schools, the participants and titles listed in this schedule may vary. 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.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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 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** | | | |
| **Curricula Management/Assurence of Learning** | | | | | | |
| 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 |  |
| **End of Day 2** | | | | | | |
| **Tuesday** | | | | | | |
| **Faculty Management and Support** | | | | | | |
| 8:00am | 9:00am | 1:00pm | Faculty Meeting-Associate Professor and Professorial Staff (concurrent session) | | PRT (2 members), Selected Associate Professor, Professorial, Lecturer and Senior Lecturer Staff |  |
| 8:00am | 9:00am | 1:00pm | Faculty Meeting-Lecturer and Senior Lecturer Staff (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** | | | |
| **Academic and Professional Engagement** | | | | | | |
| 9:30am | 10:30am | 2:30pm | Presentation on engaging with industry for student learning outcomes | | PRT, Dean, Dean-Learning & Teaching, Professional Development Coordinator, Program Director and other selected staff |  |
| 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 Research Center Directors | | PRT, Meeting with Research Committee and Research Center Directors |  |
| 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** | | | | | | |