



**Northwestern State University of Louisiana**  
**REAFFIRMATION COMMITTEE ON-SITE REVIEW**  
**March 13-16, 2017**  
**ITINERARY**

**DAY ONE: Monday, March 13, 2017**

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1:30 pm – 4:30 pm Site visit to Alexandria (Turner, Ammons, Davies, Wargo, Baird)  
**Location: Meet in Hotel Lobby – Jody Biscoe will pick-up**

6:30 pm Dinner on our own  
**Location: Meet in hotel lobby**

**DAY TWO: Tuesday, March 14, 2017**

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7:15 am – 8:15 am Breakfast  
**Location: Hotel, Board Meeting Room**

8:30 am – 9:45am Committee Orientation Session  
Agenda: Charge to the Committee, Debriefing on Assignments, Initial Impressions, and Planned Interviews  
**Location: Hotel Workroom**

9:45 am Depart Hotel to Campus  
**\*University Recruiters Taylor & Ruth will pick-up**

10:00 am – 10:30 am Welcome Session with Institution's Leadership Team  
President of the Institution and the Chair of the Committee will facilitate introductions, and provide an overview of the institution and of the committee's work.  
**Location: Natchitoches Room in Russell Hall**  
**\*University Recruiters Taylor & Ruth will pick-up after meeting to take to Caspari Hall**

10:30am – 12:00pm Campus Tour for select Committee Members; individual interviews regarding compliance issues  
**\*Refer to Excel spreadsheet for individual interview schedule\***  
**\*University Recruiter Taylor will conduct tour**

12:00pm – 12:30pm Lunch available to Committee  
**Location: Campus Workroom – Caspari Hall, 3<sup>rd</sup> floor conference room**

12:30pm – 2:00pm Committee Members conduct individual interviews regarding compliance issues.  
**\*Refer to Excel spreadsheet for individual interview schedule\***

- 2:00 pm – 3:30 pm Entire Committee meets with the QEP Leadership Team.  
**Location: Natchitoches Room in Russell Hall**
- 3:30 pm – 4:30 pm Committee members conduct individual reviews regarding the remaining compliance issues as necessary.  
**\*Refer to Excel spreadsheet for individual interview schedule\***
- 4:30 pm Depart Campus to Hotel  
**\*University Recruiters Taylor & Ruth will pick-up**
- 4:45—5:30 pm Committee meets in Executive Session to assess progress and adjusts the schedule/focus for the next day.  
**Location: Hotel Workroom**
- 6:00 pm Dinner **Location: Maglieaux's**
- 7:30 pm until? Committee members work independently as needed.  
**Location: Workroom at Hotel or Individual Guest Rooms**

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**DAY THREE: Wednesday, March 15, 2017**

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- 7:15 am – 8:15 am Breakfast  
**Location: Hotel, Board Meeting Room**
- 8:15 am Depart Hotel to Campus  
**\*University Recruiters Tori & Anslee will pick up**
- 8:30 am – 12:00 pm QEP Task Force Q&A - with Ron Kovach and other on-site committee members  
**Location: Long Student Services Center – 3<sup>rd</sup> floor conference room**
- 8:30 am – 10:30 am Meetings with Selected Administrative Officers and on Campus  
**\*Refer to Excel spreadsheet for individual interview schedule\***
- 10:30 am – 12:00 pm Committee meets for focused Group Discussion of the QEP with campus constituents.  
Focus Group 1 (Faculty) – **Student Union, Cane River Room**  
Focus Group 2 (Staff/External Constituents) – **Student Union, President's Room**
- 12:15 pm – 1:15 pm Luncheon meetings  
Luncheon #1: Students - **Student Union Ballroom**  
Luncheon #2: Faculty – **Student Union, President's Room**
- 1:15 pm – 4:15 pm Committee members continue reviews on campus, follow-up on any issues bearing upon the QEP, and then return to workroom for independent writing/editing.  
**\*Refer to Excel spreadsheet for individual interview schedule\***
- 3:30 pm Dr. Wargo & Dr. Baird meet with Dr. Maggio  
**Location: #223 Caspari Hall**
- 4:15 pm Depart Campus to Hotel  
**\*University Recruiters Tori & Anslee will pick up**

4:30 pm – 5:45 pm      Committee meets to discuss findings. Led by the Chair, the committee will reach consensus regarding the wording of any recommendations, review the process of finishing the draft report, and discuss the schedule for the final day.  
**Location: Hotel Workroom**

6:00 pm                      Dinner  
**Location: Mariner's**  
**\*Donna Motter (or UP representative will pick-up) & Bill Brent will greet at restaurant**

7:30 pm until ?          Committee members finalize reports and submit drafts to the Chair. Chair compiles final draft report.  
**Location: Hotel Workroom**

**DAY THREE:      Thursday, March 16, 2017**

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7:15 am – 8:15 am      Breakfast  
**Location: Hotel, Conference Room A**

8:00 - 8:30am          Committee meeting to review completed recommendations, etc.

8:30 – 9:30am          Exit Conference scheduled with all committee and Leadership Team members in attendance.  
**Location: Hotel Ballrooms A & B**

**\*Committee departs approximately 9:45-10:00 am.**