

HLC Comprehensive Evaluation Schedule: Northwood Technical College (Sept 18-21)

TENTATIVE v4 9.12.22	Caron Daugherty (KS) 620-794-0640	Tamara Arnott (MN)	Paul Bruinsma (IL)	Richard Counts (AR)	Christina Johnson (WV)
Sunday	Arrival September 18 (Sunday): New Richmond hotel by 5 p.m.				
Monday	September 19 (Monday): New Richmond Campus				
7 a.m.	Breakfast at the hotel				
7:40 a.m.	Peer Review Team leaves for Northwood Tech College: meet in college workspace; access laptops; printers; passwords; etc.				
7:45-8:30 a.m.	Peer Review Chair and President/CEO conversation				
8:30-9 a.m.	Leadership / Exec Team and Peer Review Team introductions, process, etc.				
9-9:10 a.m.	Meet in workspace / break				
9:10-10 a.m.	Accreditation Committee (remote)				
10:10-11 a.m.	Strategic Planning Process (remote)				
11:10-12:15 p.m.	Peer Team lunch with Board of Trustees (peer team splits into pairs/triads for the afternoon sessions)				
12:30-1:30 p.m.	Pizza for Student Lunch (remote)		Online & Distance Learning (remote)		
1:40-2:30 p.m.	Criteria 1 and 2 (remote)		Criteria 3 and 4 (remote)		
2:40-3:30 p.m.	Faculty session (remote)		Staff Session (remote)		
3:40-4:30 p.m.	Assessment Committee (remote)		Criteria 5 and College Resources and Planning (remote)		
4:40-5:30 p.m.	Campus and facilities tour				
6-8:30 p.m.	Peer Team Meeting				

Tuesday	September 20 (Tuesday): New Richmond, Rice Lake, and Ashland Campuses		
	NEW RICHMOND TEAM – Caron and Richard	RICE LAKE TEAM – Paul, Christina, and Tamara	
7:30-8:20 a.m.	Community/industry partnerships coffee meet & greet		
8:30-9:20 a.m.	Curriculum Committee (remote)	8:30-9:45 a.m.	Meet Regional Leadership Team: Evaluation, assessment, improvement, recruitment, marketing, staffing. Discussion regarding distance operations
9:30-10:20 a.m.	Federal Compliance – CFO and Financial Aid Director	9:45-10:15 a.m.	Facilities tour
10:30-11:20 a.m.	Faculty Qualifications (remote)	10:15-11 a.m.	Site-specific Program Faculty
11:30-11:45 a.m.	Closing session with President/CEO, ALO, Exec Leadership	11-11:45 a.m.	Student Support Representatives: Registrar, Advising, Transfer, Tutoring, etc.
Noon	Official site visit concludes	11:45 a.m.-12:15 p.m.	Open for Drop In – Faculty, Staff, Students
Tamara Arnott	*Tuesday afternoon and Wednesday morning: Ashland and Superior Multilocation Visits*		
	Ashland Tuesday afternoon, September 20	Superior Wednesday morning, September 21	
1:30-2:45 p.m.	Meet with Regional Leadership Team: Evaluation, assessment, improvement, recruitment, marketing, staffing, etc. General discussion regarding distance operations	8:30-9:45 a.m.	Meet Regional Leadership Team: Evaluation, assessment, improvement, recruitment, marketing, staffing, etc. General discussion regarding distance operations
2:45-3:15 p.m.	Facilities tour	9:45-10:15 a.m.	Facilities tour
3:15-4 p.m.	Site-specific Program Faculty	10:15-11 a.m.	Site-specific Program Faculty
4-4:45 p.m.	Student Support Representatives: Registrar, Advising, Transfer, Tutoring, etc.	11-11:45 a.m.	Student Support Representatives: Registrar, Advising, Transfer, Tutoring, etc.
4:45-5:15 p.m.	Open for Drop In – Faculty, Staff, Students	12-12:30 p.m.	Lunch with Students