

Southwest Minnesota State University Site Visit**October 28-31, 2018**

| Sunday, October 28 | |
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| 12:30pm | Jan Murphy picks up team from SF Airport and transports to Marshall, MN |
| 5:00-6:30p.m. | Team Dinner – We recommend the following: <ul style="list-style-type: none"> • Hunan Lion (Chinese/Thai), 228 West Main Street, Marshall, MN 56258, 507-532-9733, Closes at 9:00 PM on Sunday. • Hitching Post (ribs, barbeque), 1104 E Main St, Marshall, MN 56258, 507-929-2228, Closes 10PM on Sunday |
| 6:30-9:00p.m. | Team Meeting at Hotel: AmericInn by Wyndham 1406 E Lyon St, Marshall, MN 56258, 507-218-2440 |
| Monday, October 29 | |
| 7:00-7:45a.m. | Team Breakfast in Hotel |
| 8:00-8:30a.m. | Team set-up in on-site workroom: SC 206 – Meet with Shawn Hedman, Director of Academic/Administrative Computer Services |
| 8:30-8:50a.m. | Coffee meet and greet with Southwest Minnesota State University Senior Leadership – All Team Members SC 207 (See list below) |
| 9:00-9:50a.m. | Team Meeting with SMSU Senior Leadership– All Team Members SC 207 <ul style="list-style-type: none"> • Connie Gores, President • Dwight Watson, Provost • Deb Kerkaert, Vice President for Finances and Administration • Rob Forget, Vice President for Enrollment Management and Student Success • Bill Mulso, Vice President for Advancement • Chris Hmielewski, Athletic Director • Raphael Onyeaghala, Dean of the College Business Education and Professional Studies (BEPS) and Graduate Studies • Aimee Shouse, Dean of the College of Arts Letters and Sciences (ALS) and College Now (concurrent enrollment) • Scott Crowell, Associate Vice President for Student Affairs and Dean of Students • Dan Baun, Chief Information Officer • Nancy Olson, Chief Human Resources and Affirmative Action Officer • Jay Lee, Campus Diversity Officer • Jeff Bell, Exercise Science Associate Professor, HLC/Assessment Coordinator |

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| <p>10:00-10:50a.m.</p> | <p>Campus Tour Bill Mulso, VP for Advancement Rob Forget, VP for Enrollment Management and Student Success HLC Lead: Josie Welsh</p> | <p>Distance Education - Administration of programs SC 207</p> <ul style="list-style-type: none"> • Mary Jones, Director of Extended Learning and Academic Outreach • Lori Wynia, Assistant Director of Extended Learning and Academic Outreach • Raphael Onyeaghala, Dean of the College of Business Education and Professional Studies • Dan Baun, Chief Information Officer • Kate Borowske, Assistant Professor of Library <p>HLC Lead: Linda Chen</p> | <p>Federal Compliance – SC 249</p> <ul style="list-style-type: none"> • Deb Kerkaert, VP for Finances and Administration • Scott Crowell, Associate VP for Student Affairs • Nancy Olson, Chief Human Resources and Affirmative Action Officer • Alan Matzner, Director of Institutional Research • Dwight Watson, Provost • Jackie Tauer, Director of Business Services • Pat Carmody, Registrar • David Vikander, Director of Financial Aid • Rolly Muller, Assistant to the Deans <p>HLC Lead: Jan Murphy</p> | |
| <p>11:00-11:50a.m.</p> | <p>Facilities Planning and Management – SC 207</p> <ul style="list-style-type: none"> • Deb Kerkaert, VP for Finance and Administration | <p>Distance Education – faculty: SC 249</p> <ul style="list-style-type: none"> • Debbie VanOverbeke, MS.Ed. Coordinator • Denise Gochenouer, MBA Coordinator | <p>Connect via Adobe Connect IL 138</p> <p>Board of Trustee Representatives:</p> <ul style="list-style-type: none"> • Alex Cirillo | <p>Board of Trustees Meeting:</p> <p>The trustees are Alex Cirillo and Roger Moe. Alex Cirillo serves as the Chair of the</p> |

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| | <ul style="list-style-type: none"> • Cyndi Holm, Director of Facilities and Physical Plant <p>HLC Lead: Josie Welsh</p> | <ul style="list-style-type: none"> • Doug Simon, MBA Professor of Management • Mary Risacher, Early Childhood Education, 2+2 Coordinator • Sonya Vierstraete, Chair of Education • Kenneth Chukwuba, MBA Assistant Professor of International Management • Will Thomas, Professor of Accounting • Laurie Johansen, Professor of Nursing • Kandy Noles Stevens, Assistant Professor of Education (College Now) <p>HLC Lead: Linda Chen</p> | <ul style="list-style-type: none"> • Roger Moe <p>System:</p> <ul style="list-style-type: none"> • Jon Dalager • Ron Anderson • Satasha Green <p>Stephen</p> <p>HLC Lead: Jan Murphy</p> | <p>Board's Academic and Student Affairs Committee and Roger Moe is the Chair of the Board's Finance Committee. Ron Anderson, Senior Vice Chancellor for Academic and Student Affairs, and Satasha Green Stephen, Associate Vice Chancellor for Academic Affairs will also participate.</p> |
| <p>12:00-1:20p.m.</p> | <p>Lunch with Student Leaders – All Team Members SC 249 Scott Crowell will invite student participants.</p> <ul style="list-style-type: none"> • Doria Drost, Resident Assistant and Student Senate • Ashle Benson, Resident Assistant • Moshood Agboola, Student Senate • Steven Yang, Res Life Graduate Assistant & Former Student Association Vice President • Heather Schnoor, Student Ambassador • Hailey Stoffer, Student Ambassador • Donovan Phoenix, Student Association Vice President • Gabby Power, Student Senator & Ambassador | | | |

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| | <ul style="list-style-type: none"> • Ivan Carrillo, Student Senator & Ambassador • Jason Klimavicz, Admission Office Student Staff • Ola Abimbola, Student Association President | | | |
| 1:30-2:20p.m. | | <p>Open Forum Discussion: Criteria 3&4 Teaching and Learning – SC 207</p> <p>Criterion 3 Team:</p> <ul style="list-style-type: none"> • Raphael Onyeaghala, Dean of the College of Business Education and Professional Studies • Jim Smalley, Assistant Professor of Social Work • Chris Hmielewski, Athletic Director • Sami Shahin, Professor of Mathematics • Debbie VanOverbeke, Professor of Education • Tony Greenfield, Professor of Biology • Will Thomas, Professor of Accounting <p>Criterion 4 Team:</p> <ul style="list-style-type: none"> • Alan Matzner, Director of Institutional Research • Scott Crowell, Associate VP for Student Affairs | <p>Community Leaders – CC 202</p> <p>Contact: Bill Mulso, VP for Advancement</p> <p>HLC Lead: Robert Simpson</p> | |

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| | | <ul style="list-style-type: none"> • Diana Holmes, Fine Arts Administrative Assistant • Dwight C. Watson, Provost • Aimee Shouse, Dean of the College of Arts Letters and Sciences • Jeff Bell, HLC/Assessment Coordinator <p>HLC Leads: Linda Chen, Josie Welsh</p> | | |
| 2:30-3:20p.m. | | <p>General Education/Liberal Education – CC 202</p> <p>Contact: Aimee Shouse, Dean of the College of Arts Letters and Sciences</p> <p>Liberal Education Committee:</p> <ul style="list-style-type: none"> • Chair of Curriculum – Sami Shahin, Professor of Mathematics • Co-Chair of LEC-Will Thomas, Professor of Accounting • Tony Greenfield, Professor of Biology/Past LEC Co-Chair • Co-Chair – Aimee Shouse, Dean of the | <p>Budget Processes/Finances – SC 207</p> <ul style="list-style-type: none"> • Deb Kerkaert, VP for Finance and Administration <p>HLC Lead: Jan Murphy</p> | |

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| | | <p>College of Arts Letters and Sciences</p> <ul style="list-style-type: none"> • Mark Fokken, Associate Professor of Communication Studies • Pam Gladis, Associate Professor of Library • Sang Jung, Associate Professor of Agricultural Management • Jeff Kolnick, Professor of History • Linda Nelson, Director of Academic Commons • Maureen Sander-Staudt, Associate Professor of Philosophy • Tom Williford, Professor of History • Michael Kurowski, Assistant Director of Disability Services <p>HLC Lead: Linda Chen</p> | | |
| <p>3:30-4:20p.m.</p> | <p>Strategic Planning and Institutional Priorities – SC 207</p> <ul style="list-style-type: none"> • Dwight Watson, Provost • Deb Kerkaert, VP for Finance and Administration | <p>Drop-in Session for Faculty Association – CC Lower Ballroom</p> <p>Contact:</p> <ul style="list-style-type: none"> • Jeff Kolnick, President of the Faculty Association <p>HLC Lead: Robert Simpson</p> | <p>Assessment/Focused Visit Center for Civic and Community Engagement – BA 161</p> <p>Assessment Academy Team</p> <ul style="list-style-type: none"> • Jeff Bell, HLC/Assessment Coordinator | |

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| | <ul style="list-style-type: none"> • Rob Forget, VP for Enrollment Management and Student Success • Raphael Onyeaghala, Dean of the College of Business Education and Professional Studies • Chris Hmielewski, Athletic Director • Aimee Shouse, Dean of the College of Arts Letters and Sciences • Scott Crowell, Associate VP of Student Affairs • Dan Baun, Chief Information Officer • Jay Lee, Campus Diversity Officer • Nancy Olson, Chief Human Resources and Affirmative Action Officer <p>HLC Lead: Jan Murphy</p> | | <ul style="list-style-type: none"> • Ben Anderson, Assistant Professor of Psychology • Pam Gladis, Associate Library Professor • Alan Matzner, Director of Institutional Research <p>Committee for Institutional Assessment</p> <ul style="list-style-type: none"> • Cindy Aamlid, Professor of Sociology • Nadine Schmidt, Professor of Theatre • Kathy Schaefer, Assistant Professor of Management • Maureen Sander-Staudt, Associate Professor of Philosophy • Diana Holmes, Administrative Assistant for Fine Arts • Matthew Zabka, Assistant Professor of Mathematics • Abu Haddud, Assistant Professor of Management | |
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| | | | <ul style="list-style-type: none"> • Lamine Conteh, Assistant Professor of Accounting/Finance • Kristen Kovar, Assistant Professor of Agricultural Education • Nancyruth Leibold, Associate Professor of Nursing <p>HLC Lead: Josie Welsh</p> | |
| 4:30-5:20p.m. | <p>Open Forum Discussion: Criteria 5 Resources, Planning and Institutional Effectiveness – SC 207</p> <p>Criterion 5 Team:</p> <ul style="list-style-type: none"> • Deb Kerkaert, VP for Finance and Administration • Bill Mulso, VP for Advancement • Mara Wiggins, Associate Library Professor • Jeff Kolnick, Professor of History • Sheila Tabaka, Professor of Theater <p>HLC Lead: Jan Murphy</p> | <p>Online Students (Video and in person) - IL 138</p> <p>Logistics:</p> <ul style="list-style-type: none"> • Shawn Hedman <p>Work with:</p> <ul style="list-style-type: none"> • Sonya Vierstraete, Professor of Education • Denise Gochenouer, Associate Professor of Marketing • Lori Wynia, Assistant Director of Extended Learning and Academic Outreach • Raphael Onyeaghala, Dean of the College of Business Education and Professional Studies • Mary Risacher, Assistant Professor of Education <p>HLC Lead: Linda Chen</p> | <p>Assessment/Focused Visit (Cont.) BA 161</p> <ul style="list-style-type: none"> • Dwight Watson, Provost • Scott Crowell, Associate VP for Student Affairs • Aimee Shouse, Dean of Arts Letters and Sciences • Raphael Onyeaghala, Dean of the College of Business Education and Professional Studies <p>HLC Lead: Josie Welsh</p> | |
| 5:30-5:45p.m | Jan Murphy meets with President Gores – Presidents Office, Second Floor, Founders Hall Rm 207 | | | |

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| 5:45p.m. | Team Return to Hotel |
| 6:30-8:00p.m. | Team Dinner |
| 8:00-9:00p.m. | Team Meeting at Hotel |

| Tuesday, October 30 | | | |
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| 7:30-8:00a.m. | Team Breakfast in Hotel | | |
| 8:30-9:20a.m. | <p>Drop In Session Administrative and Service Faculty (ASF) CC Lower Ballroom Contact:</p> <ul style="list-style-type: none"> Alan Matzner, Vice President of ASF Jan Louwagie, Coordinator of SW MN History Center /ASF Executive Member <p>HLC Lead: Linda Chen</p> | <p>Shared Governance Leads – SC 249</p> <ul style="list-style-type: none"> Tim Alcorn, President of Administrative and Service Faculty Jeff Kolnick, President of the Faculty Association Sonya Vierstraete, Vice President of the Faculty Association Tim Beske, Regional Director of the Minnesota Association of Professional Employees (MAPE) Marcia Beukelman, Member of MAPE Diana Holmes, President of Council 5 Jen Swanson, Vice President of Council 5 Jeff Jennings, Member of Middle Management Association <p>HLC Lead: Jan Murphy</p> | <p>Area of Focus: Assessment Session with a focus on Program Assessment SC 207</p> <p>Contact: Jeff Bell</p> <p>Department Chairs:</p> <ul style="list-style-type: none"> Tom Williford – Social Science Laurie Johansen – Nursing Tony Greenfield – Sciences Susan Jones – Finance & Accounting Sang Jung – Agriculture, Culinology & Hospitality Management Dan Kaiser – Mathematics and Computer Sciences |

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| | | | <ul style="list-style-type: none"> • Debbie VanOverbeke – Education • Management & Marketing – Doug Simon • Neil Smith – English, Philosophy, Humanities, and Spanish • John Ginocchio – Fine Arts • Pam Gladis – Library • Brian Mumma – Education Department Assessment Director • Other Program Assessment Leaders – TBD names <p>HLC Lead: Josie Welsh</p> | |
| 9:30-10:20a.m. | <p>Open Forum Discussion: Criteria 1&2 – SC 249</p> <p>Criterion 1 Team:</p> <ul style="list-style-type: none"> • Melissa Scholten, Director of Career Services | <p>Drop-in for Staff – CC Lower Ballroom</p> <p>Contacts:</p> <ul style="list-style-type: none"> • Tim Beske, Information and Technology Services | | |

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| | <ul style="list-style-type: none"> • Rob Forget, VP for Enrollment Management and Student Success • Jay Lee, Campus Diversity Officer <p>Criterion 2 Team:</p> <ul style="list-style-type: none"> • Dan Baun, Chief Information Officer • Lori Wynia, Assistant Director of Extended Learning and Academic Outreach • Pam Gladis, Chair of the Library <p>HLC Lead: Robert Simpson</p> | <ul style="list-style-type: none"> • Diana Holmes, Administrative Assistant for Fine Arts • Marcia Beukelman, Business Services/Accounting Officer • Garry Mercer, Building Services Supervisor <p>HLC Lead: Jan Murphy</p> | | |
| 10:30-11:20a.m. | | <p>Drop-in Session for Students – CC Lower Ballroom</p> <p>Contact:</p> <ul style="list-style-type: none"> • Scott Crowell <p>HLC Lead: Josie Welsh</p> | | |
| 11:30a.m.-12:20p.m. | Team Meeting – SC 206 | | | |
| 12:30 -1:00p.m. | <p>Team Exit Meeting with President Gores and Leadership Team – Founders Hall 219</p> <ul style="list-style-type: none"> • Connie Gores, President • Dwight Watson, Provost • Deb Kerkaert, Vice President for Finances and Administration • Rob Forget, Vice President for Enrollment Management and Student Success • Bill Mulso, Vice President for Advancement • Chris Hmielewski, Athletic Director | | | |

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| 1:00-2:00p.m. | Team Lunch – On their own |
| 2:00-9:00p.m. | Team Work on Site Visit Report – Hotel Conference Room |

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| Wednesday, October 31 | |
| 7:00-8:00a.m. | Team Breakfast - Hotel |
| 8:00a.m.-12:00p.m. | Team Work on Site Visit Report – Hotel Conference Room |
| 12:00-4:00p.m. | Team Departs – SMSU arrange transport to SF Airport |

Notes:

Open Forum Discussions of Criteria: Individuals who worked on those sections of the assurance argument should come, but sessions are also open to campus.