

Eastern Wyoming College – Douglas Campus

Campus Evaluation Visit

Visit Dates: October 1-2, 2018

HLC Team Member	Professional Title	Cell Phone	Dietary/Mobility Restrictions
Dr. Kate Alley	Associate Provost; SD School of Mines	605-454-0284	none
Dr. Joyce Hardy	Professor of Science; Chadron State	308.430-0599	none

SUNDAY, September 30 – Douglas WY

Time	Location	EWC Personnel	HLC Team Members
5:30 p.m.	tbd	DINNER	KA & JH
7:00 p.m. – 8:30 p.m.	Hotel	TOPIC: Organization and Planning	KA & JH

MONDAY, October 1 – Douglas WY

Time	Location	EWC Personnel	HLC Team Members
8:15 a.m.	Hotel	Leave for Campus	KA & JH
8:30 a.m. – 9:00 a.m.	EWC – D Conference Room	TOPIC: Introduction ATTENDEE: President Lesley Travers	KA & JH
9:00 a.m. – 10:20 a.m.	EWC – D Conference Room	TOPIC: Understanding EWC-D from an Administrative Perspective: ATTENDEES: - President Lesley Travers - Roger Humphrey, Vice President for Academic Services - Margaret Farley, Associate VP for Academic Services - Kwin Wilkes, VP Administrative Services - Don Appiarius, VP Student Services	KA & JH
10:30 – 11:20 a.m.	EWC-D Facilities Tour	TOPIC: Facilities Tour ATTENDEES: - Margaret Farley, AVP-Academic Services - Rob Freeman, Maintenance Supervisor - Suzey Delger, Director of Nursing	KA & JH

Time	Location	EWC Personnel	HLC Team Members
11:45 – 12:50	EWC – D Student Center	<p>TOPIC: Student Focus Group, as a lunch session</p> <p>ATTENDEES: Students</p>	KA & JH
1:00 – 1:50 p.m.	EWC – D Room 122	<p>TOPIC: Strategic Planning – for EWC <u>and</u> for Douglas Campus</p> <p>ATTENDEES:</p> <ul style="list-style-type: none"> - Dr, Lesley Travers, President - Dr. Don Appiarius, Vice President for Student Services - Kwin Wilkes, Vice President for Administrative Services - Roger Humphrey, Vice President for Academic Services - Margaret Farley, Associate Vice President for Academic 	KA & JH
2:00-2:50 p.m.	EWC – D Room 122	<p>TOPIC: Marketing, College Relations, and Enrollment Recruitment</p> <p>ATTENDEES:</p> <ul style="list-style-type: none"> - Margaret Farley, Associate VP for Academic Services - Tami Afdahl, Director of College Relations - Zach Smith, Director of Enrollment Management - Dr. Don Appiarius, Vice President for Student Services - Mai Lee Olsen, Admissions Coordinator 	KA & JH
3:00 p.m.- 4:15 p.m.	EWC-D Room 122	<p>TOPIC: Governance & Budget</p> <p>ATTENDEES:</p> <ul style="list-style-type: none"> - John Patrick, EWC Board of Trustees - Tom Holt, BOCES Board Member - Tracy Boner – CCSD#1 - Dr. Lesley Travers, President - Kwin Wilkes, VP for Administrative Services - Ed Meyer, Human Resources - Roger Humphrey, VP for Academic Services 	KA & JH

Time	Location	EWC Personnel	HLC Team Members
4:30-5:30 p.m.	EWC-D Room 122	Community/Constituent Forum	KA (JH will join when done with faculty credential review)
4:30 - ??	EWC-D Adjunct Office	Review of Faculty Credentials	JH
5:30 p.m. - ??	Hotel	TOPIC: Report Generation; Syllabi Review; Planning	KA & JH

Tuesday October 2 – Douglas WY

Time	Location	EWC Personnel	HLC Team Members
8:00 a.m.	Hotel	Leave for Campus	KA & JH
8:15 a.m. – 8:30 a.m.	EWC – D Conference Room	Very brief check in with senior administrator (could be via phone with President, or in person with Margaret Farley, for example)	KA & JH
8:30 a.m. – 9:30 a.m.	EWC – D Room 122	TOPIC: Faculty Focus Group ATTENDEES: - Sherri Warren – Mathematics - Lori Britton – Biological Sciences - April Clark – Nursing - Suzey Delger, Health Sciences Dept. Head - Kate Steinbock, Arts, Humanities, Social & Behavioral Sciences Dept. Head - Bob Creagar, Math/Sciences Department Head	KA & JH
9:45-10:45 a.m.	EWC – D Room 122	Student Support Services (academic and non-academic) & Persistence Academy Project representatives ATTENDEES: - Susan Stephenson, Director Financial Aid - Sue Schmidt, Administrative Specialist - Terry Stanclift, Coordinator of Counseling & Disabilities Services - Casey Debus, Library Services Director - Tyler Vasko, CIO - Heidi Edmunds, Dean of Instruction - Jo Ellen Keigley, Coordinator Testing & Career Services Center - Diane McQueen – Director of Adult Education	KA & JH
10:45-11:30 a.m.	EWC – D Room 122	Institutional Effectiveness and Accreditation ATTENDEES: - Lynn Wamboldt, Specialist - Roger Humphrey, VP Academic Services	KA & JH
11:30 - 11:45 a.m.	EWC-D Adjunct Office	TOPIC: TEAM MEETING	KA & JH
11:30 p.m.	EWC-D Conference Room	TOPIC: Visit Closing Information ATTENDEES: - Senior administrator(s) – President Lesley Travers, Roger Humphrey, VP for Academic Services, Margaret Farley, AVP for Academic Services	KA & JH
11:45 a.m. - ??	To Hotel	TOPIC: REPORT GENERATION	KA & JH

Wednesday, October 3 – Douglas WY

Time	Location	EWC Personnel	HLC Team Members
8:30 a.m. – 11:00 a.m.	Hotel	TOPIC: Report Generation	KA & JH
Noon	Depart		