Accreditation Visit (AV), Seeking Accreditation Visit (SAV), and Thematic Pathway for Reaffirmation (TPR) Schedule

The ALO completes this sample schedule as a draft and presents it to the team chair and WSCUC staff seven weeks before the visit. Session times will vary, as will the individuals and groups with whom the team meets. ALOs should consult the Planning the Visit section of the [Visit Process Guide](https://wascsenior.box.com/s/k4k7kpyf420hhkg61dht) for more information on the schedule.

# Day Before The Visit

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Time | Chair | Assistant Chair | Team Member | Team Member | Team Member | WSCUC Staff |
| 3–4 pm | Team arrives at hotel |
| 4–6 pm | Team meets in hotel in executive session to confirm assignments, refine areas of exploration, plan visit methods, review schedule |
| 6 pm | Team dines in executive session at hotel or restaurant |

# First Day

| Time | Chair | Assistant Chair | Team Member | Team Member | Team Member | WSCUC Staff |
| --- | --- | --- | --- | --- | --- | --- |
| 7:45 am | Team is transported to the institution (pre-arranged transport) |
| 8-8:30 am | Meeting with the ALO and ALO support staff: orientation to team room, technology resources, facilities |
| 8:30-9:30 am | Meeting with the CEO |
| 9:45- 10:45 am | Meeting with WSCUC Steering Committee |
| 11 am - Noon | Meeting with senior staff |
|  |  |
| 1-5 pm | Interviews and document review, based on assigned responsibilities |
| 1-1:45 pm |  |  |  |  |  |  |
| 2-2:45 pm |  |  |  |  |  |  |
| 2:45-3:30 pm | Team debriefing in executive session in team room |
| 3:30-4:15 pm |  |  |  |  |  |  |
| 4:30-5:15 pm |  |  |  |  |  |  |
| 5:30-6 pm | Team debriefing in executive session in team room/Check in with ALO for any schedule changes for Day 2 |
| 6 – 8:30 pm | Transport team to hotel or restaurant for dinner in executive session (reservations made by ALO); then, team works on report draft |

# Second Day

| Time | Chair | Assistant Chair | Team Member | Team Member | Team Member | WSCUC Staff |
| --- | --- | --- | --- | --- | --- | --- |
| 8 am | Team is transported to the institution |
| 8:15 am-Noon | Interviews and document review |
| 8:15–9 am |  |  |  |  |  |  |
| 9:15–10:00 am |  |  |  |  |  |  |
| 10:00–10:45 am | Team debriefing in executive session in team room |
| 11:00–11:45 am |  |  |  |  |  |  |
| Noon–1pm | Lunch with designated group or in executive session |
| 1–1:45 pm |  |  |  |  |  |  |
| 2–2:45 pm |  |  |  |  |  |  |
| 3–4:00 pm | Meeting with the governing board, as appropriate |
| 4 pm | Team transported to hotel |
| 4:15–6pm | Team break or meeting at hotel |
| 6 pm | Team dinner |
| 7:30 pm | Team members draft sections of the report on their own |

# Morning of the Third Day

| Time | Chair | Assistant Chair | Team Member | Team Member | Team Member | WSCUC Staff |
| --- | --- | --- | --- | --- | --- | --- |
| 8 am | Team members complete drafts of assigned sections of report either at institution or in hotel |
| 11 am | Team chair meets with President/CEO privately re: team commendations and recommendations |
| 11:30 am | Exit meeting with team and institution |
| Noon | Team leaves institution, members transported as needed |

*Revised, April 2015*

*Revised, May 2018*

*Revised, July 2023*

*Revised, March 2024*