

MSCHE-PRCHE Collaborative Evaluation Visit Schedule
University of Puerto Rico – Mayaguez
March 6-9, 2005

Hotel in Mayaguez: Mayaguez Resort & Casino
Operations Center on UPRM Campus: Faculty Lounge (Rm 206 Nursing Bldg)

Sunday, March 6th

PM

4:00 **MSCHE-PRCHE Teams convene at Mayaguez Resort & Casino Hotel**
Orientation Session

- ◆ Introduction of team members
- ◆ Chair's remarks
 - Puerto Rico Council on Higher Education
 - Special nature of this visit
 - Confidentiality
- ◆ Review of preliminary assignments
- ◆ Preliminary itinerary and timetable (names)
- ◆ Individual reports: sample report format and instructions
- ◆ Discussion of Self-Study as the context for evaluation
- ◆ Questions

6:30 – 8:15 Dinner at the Chancellor's Residence on Campus (Members of the Board of Trustees, President, Vice President, Chancellor, Deans, Dir. of OIIP, Dir. of CID, UPRM-MSCHE Steering Team)

8:30 Planning Session (Mayaguez Resort & Casino Hotel)

- ◆ Review of final assignments
- ◆ **Individual meetings (TBD)**
- ◆ Team meetings
- ◆ Writing guidelines and written reports submission timeline

Monday, March 7th

AM

8:30–9:00 Team Chair meets with Chancellor (EE 233 - Nursing Bldg)

9:00-10:00 Team meeting with Administrative Board (Conference Room 132 - Nursing Bldg)

10:00-11:00 Team meeting with UPRM Self-Study Steering Team (Conference Room 132 - Nursing Bldg)

11:00-11:45 **Individual meetings (see color-coded room/time chart)**

12 N – 1:00 Team Business Lunch (Conference Room 132 - Nursing Bldg)

PM

1:00-2:00 Individual meetings (see color-coded room/time chart)

- 2:00-3:00 Team meeting with Academic Department Directors (Nursing Bldg Amphitheatre)
- 3:00-4:00 Team meeting with the presidents of the Permanent Academic Senate Committees and the president of the General Student Council. (Conference Room 132 - Nursing Bldg)
- 4:00-5:00 Individual meetings (see color-coded room/time chart)**
- 5:00-6:00 Team returns to Hotel conference room. Assessment of tasks, preliminary feed back, discussion, etc.
- 6:30-7:30 Team Dinner at Hotel
- 8:00-until Team meeting. Beginning of independent report writing

Tuesday, March 8th

AM

- 8:30-12 N Individual meetings (see color-coded room/time chart)**
- 12 N – 1:00 Team Business Lunch (Conference Room 132 - Nursing Bldg)

PM

- 1:00 Mr. Juan A. Martínez (PRCHE) visits Magueyes Island
- 1:00-2:00 Team meeting with academic student senators and representatives of student associations. Includes undergraduate students focus group with Dr. Graciela Ramírez –PRCHE (Nursing Bldg Amphitheatre)
- 2:00-5:00 Individual meetings (see color-coded room/time chart)**
- 2:00-3:00 Free Walk-in meetings with Team Chair - open to everyone (Nursing Building Amphitheatre)**
- 5:15-6:00 Team reconvenes at Hotel conference room. Review of assignment outcomes, discussion, etc. and/or writing of reports
- 6:00-7:00 Team Dinner at Hotel
- 7:00 until Team meeting. Writing and submission of reports

Wednesday, March 9th

AM

- 9:00 Evaluation team meets to review exit interview (**Faculty Lounge - Rm 206 Nursing Bldg**)
- 10:30-11:00 Chair meets with Chancellor (EE 233 - Nursing Bldg)
- 11:00-12:00 Exit interview (Nursing Bldg Amphitheatre). Oral summary for institutional representatives. Open to the entire UPRM community.**

PM

- 12:15 Lunch at the Chancellor's Residence on Campus (Chancellor, Deans, Dir. of OIIP, Dir. of CID, and Coordinator of UPRM-MSCHE Steering Team)

Departure

Revised: March 5, 2005