

**Schedule for Quality Check-up Visit  
Kankakee Community College  
April 25-27, 2007**

Wednesday, April 25, 2007

Time	Event	Purpose/Outcomes/Questions	Attendees	Location
Noon – 1:00	Introductory Lunch	Introductions; Purpose of Visit; Agenda; General Questions	President’s Cabinet; AQIP Leadership Team	D300
1:00 - 1:15	Break		Site visitors	
1:15 – 2:15	<b>Accreditation issue:</b> Assessment of student learning	Assessment of student learning. <ul style="list-style-type: none"> <li>○ General education</li> <li>○ Program assessment</li> <li>○ Action project</li> </ul>	Assessment Committee, dean of instruction, & division chairs	D300
2:15 – 2:30	Break		Site visitors	
2:30– 3:30	Compliance Checks	Time reserved for Team to check on Financial AID, Title IV, and marketing practices; grievances	Site visitors to specify offices to visit and general types of files to examine	Financial Aid Admissions Grievances File (Deans offices), Marketing
3:30 – 5:00	Commitment to Quality	<ul style="list-style-type: none"> <li>○ Team assesses KCC’s commitment to quality; KCC presents past and current Action Projects</li> <li>○ <b>Accreditation issue:</b> Long-term strategic planning</li> </ul>	Action Project Chairs; AQIP Leadership Team; Vicki Magee, Judy Marwick,	D300
5:00 – 6:30	Working Dinner with Board of Trustees	Review Board of Trustees involvement with quality improvement and planning. How does a quality program deliver greater value to taxpayers and other stakeholders?	Board of Trustees, President’s Cabinet	Hilton Garden Inn
7:30	Team Review	Team reviews its work	Site visitors	Hotel

Thursday, April 26

<b>Time</b>	<b>Event</b>	<b>Purpose/Outcomes/Questions</b>	<b>Attendees</b>	<b>Location</b>
7:30 – 9:00	Working Breakfast for Team	Review findings and plan for day's activities	Site visitors	D300 or Hilton
9:00 – 10:45	Discussion on the Five Criteria ; Conversation with Portfolio Writers and Campus Leaders	Assurance that KCC is addressing and meeting the five criteria that are requirements for re-accreditation. KCC will prepare a synopsis for the team. Consultation regarding the opportunities (O and OO) identified in the Systems Appraisal. Consultation regarding practices that impact the continuous updating of the Systems Portfolio	AQIP leadership team; others TBD	D300
10:45 – 11:00	Break		Site visitors	
11:00 – 12:00	<b>Strategic issue:</b> institutional effectiveness and data driven decisions	CQI, Institutional effectiveness, benchmarking, data collection, organization and dissemination	Brenda Dressler, Laurel Soper, Margaret Cooper, Julia Walsh, Donna Smith, Vicki Magee, Judy Marwick, Steve Monts	D300
12:00 – 1:00	Conversation with Students and working lunch	An open meeting for dialog about AQIP, quality improvement, assessment, and how these initiatives mesh with KCC and the landscape of higher learning.	Student Leaders, All Students, Recent Graduates, Michael Townsend, Kelly Lewis	Student Center
1:00 – 1:30	Break		Site visitors	
1:30 – 2:30	Conversation with Staff	An open meeting for dialog about AQIP, quality improvement, assessment, and how these initiatives mesh with KCC and the landscape of higher learning.	Open to all staff	D300
2:30 – 3:00	Break		Site visitors	
3:00 – 4:00	Conversation with Faculty	An open meeting for dialog about AQIP, quality improvement, assessment, and how these initiatives mesh with KCC and the landscape of higher learning.	Open to All Faculty	D300
6:30-7:30	Working Dinner	Discuss findings	Site visitors	Off Campus

Friday, April 27

<b>Time</b>	<b>Event</b>	<b>Purpose/Outcomes/Questions</b>	<b>Attendees</b>	<b>Location</b>
7:30 – 10:00	Working Breakfast for Team	Plan Closing Conversation	Site Visitors	D300 or Hilton Gardens
10:00 – 11:00	Final Conversation	Team presents preliminary findings; celebrations	President's Cabinet, AQIP Leadership Team; open to faculty and staff	Auditorium or mini-Auditorium (D140)

**KEY:**

**Assessment Issues**

**Strategic Planning**

**Data Collection and Reporting**