

CAEP Site Visit Detailed Schedule

Saturday, December 1, 2018 – Team members arrive to Ft. Lauderdale and are transported via car to Sheraton Plantation Hotel				
Time	Activity	CAEP Participant	NSU Participant	Location
6:00 pm	Dinner	Nicholas Michelli TBD	Roxanne Molina Lillian Greico Jamie Manburg	Casablanca Café Restaurant
Sunday, December 2, 2018				
Time	Activity	CAEP Participant	NSU Participant	Location
8:00 am-11:00 am	CAEP Team Meeting	All	-	Sheraton Plantation Boardroom
11:15 am	Leave hotel, Greico/Molina escorts to lunch	All	Lillian Greico Roxanne Molina	Sheraton Plantation → Brio
11:45 am	Arrive at lunch Meet Durham/Manburg/ Session	All	Kimberly Durham Jamie Manburg Carmen Session	Brio
1:00 pm	Leave for DeSantis	All	Kimberly Durham Jamie Manburg Roxanne Molina Lillian Greico Carmen Session	Brio → DeSantis Conference Room 3058
1:30-1:55 pm	Introductory Overview and Highlights on NSU Programs (UTEP, Fischler Academy)	All	Kimberly Durham Jamie Manburg Roxanne Molina Lillian Greico Carmen Session	DeSantis Conference Room 3058
2:00-2:30 pm	Stakeholders Reception Opening -Welcome and Introductions -Dean Welcome -Introduces Associate Dean (Manburg) -Associate Dean Welcome -Introduces Site Visit Team Chair -Site Visit Team Chair Introduces Site Visit Team Members	All	Kimberly Durham Jamie Manburg Roxanne Molina Lillian Greico Carmen Session	DeSantis Sales Institute Room 3000
2:30 pm	Team Members Conducting Interviews Escorted to Conference Rooms (1-2 Team Members Remain in Sales Institute to Mingle with Administrators, Faculty, etc.)	All	Jamie Manburg Roxanne Molina Lillian Greico Carmen Session	DeSantis Conference Room 3058, 3061, 3071
2:35-3:15 pm	Interview: Fischler Academy	Nicholas Michelli	Luke Williams Jamie Manburg	DeSantis Conference Room 3071

	Interview: University Supervisors	Lucy Payne Janet Buckenmeyer	Joann Laskin Robert Russell Julie Alemany	DeSantis Conference Room 3061
	Interview: Program Faculty	Michael Wischnowski Jennifer Beasley	Julie Alemany Rashid Moore Sandra Trotman Judith Coughlin Wilma Robles de Melendez Jia Borrer	DeSantis Conference Room 3058
3:20-4:00 pm	Interview: Alumni	Nicholas Michelli	Melissa Reich Afrika Neete Lisa Vargas	DeSantis Conference Room 3058
	Interview: Interns	Regina Rahimi Janet Buckenmeyer	Mary Hirt Weetlis Saintil	DeSantis Conference Room 3061
4:15 pm	Team Escorted Back to Hotel	All	Lillian Greico Roxanne Molina	DeSantis → Shuttle
	Team Dinner on their Own in Boardroom	All	-	Sheraton Plantation
	Team Meeting	All	-	Sheraton Plantation
Monday, December 3, 2018				
<i>Time</i>	<i>Activity</i>	<i>CAEP Participant</i>	<i>NSU Participant</i>	<i>Location</i>
	Breakfast at Hotel on Own	All	-	Sheraton Plantation
7:45 am	Escort Team to NSU FCE	All	Lillian Greico Roxanne Molina	Sheraton Plantation → NSU FCE
8:30 am	Site Visit Team Chair 'Touch Base' Meeting with Manburg/Molina	All	Jamie Manburg Roxanne Molina	NSU FCE 154
9:00 – 11:00 am	School Visit – Griffin Elementary School	Regina Rahimi	Lillian Greico	Griffin Elementary School
9:00 -9:50 am	Interview: Advisors	Lucy Payne Janet Buckenmeyer	Carmen Sosa Kasandra Landrian Jamila Adams Sheara Brown Gbenro	Campus Support Building Room 154
	Interview: Career Development Support	Nicholas Michelli Michael Wischnowski	Emilio Lorenzo Mignon Bissonnette	Campus Support Building Room 189
10:00-10:50 am	Interview: Partners	Nicholas Michelli Janet Buckenmeyer	Michelle Gallagher Laura Davis	Campus Support Building Room 154
	Interview: Accreditation and Assessment Team	Jennifer Beasley Michael Wischnowski	Jamie Manburg Roxanne Molina Gabriela Mendez Carmen Session Vanaja Nethi	Campus Support Building Room 189
11:00-11:30 am	School Visit – Return to NSU FCE Building by Car w/ Greico	Regina Rahimi	Lillian Greico	Griffin Elementary School → NSU FCE
11:00-11:45 am	Interview: Undergraduate Admissions	Lucy Payne Michael Wischnowski	Adriana Garay Carmen Session Luke Williams Tony DeNapoli Peter Littlefield	Horovitz Second Floor Dining Room

	Interview: Dean	Nicholas Michelli	Kimberly Durham Roxanne Molina Jamie Manburg	Dean's Conference Room
12:00-12:40 pm	Lunch in Faculty Club	All	Kimberly Durham Roxanne Molina Jamie Manburg Carmen Session Lillian Greico Gabriela Mendez	Faculty Club
12:45-1:15 pm	Meeting with CFO Allison Silva and Jorge Blanco, Escort Site Visit Team Chair to PC 528	Nicholas Michelli	Jamie Manburg Jorge Blanco Allison Silva	Horovitz Administrative Building Second Floor Dining Room
1:00-1:50 pm	Interview: Candidates	Lucy Payne	Andrea Tyler Chloe Behar Katelyn Lanciano Silvia Cline ReNyqua Farrington Carmen Session	Campus Support Building 189
1:30-2:00 pm	Meeting with President and Provost	Nicholas Michelli	Jamie Manburg Kimberly Durham	Horvitz Building
2:00-2:50 pm	Comprehensive Assessment System Overview	All	Jamie Manburg Roxanne Molina Carmen Session Gabriela Mendez	Campus Support Building Room 154
	Interview: Clinical Experiences Team	Regina Rahimi	Lillian Greico Jodi Miller	Campus Support Building 154
3:15-3:30 pm	Whole Team Afternoon Wrap-Up	All	Jamie Manburg Roxanne Molina	Campus Support Building Room 154
3:30 pm	Team Returned to Hotel	All	Lillian Greico Roxanne Molina	Campus Support Building → Sheraton Plantation
	Individual Writing, CAEP Team Meeting	All	-	Sheraton Plantation
	Dinner	All	-	Sheraton Plantation
	CAEP Team Meeting to Write to Standards	All	-	Sheraton Plantation
Tuesday, December 4, 2018				
Time	Activity	CAEP Participant	NSU Participant	Location
	Breakfast	All	-	Sheraton Plantation
8:00 am-12:00 pm	CAEP Team Finish Writing to Standards	All	-	Sheraton Plantation
12:00 pm	Individual Team Members Transported to Airport	-	-	Sheraton Plantation → Airport
12:00 pm	Site Visit Team Chair Leaves Hotel	-	-	Sheraton Plantation
12:30 pm	Site Visit Team Chair Arrives at FCE	-	-	NSU FCE
12:45-1:45 pm	Lunch	Nicholas Michelli	Roxanne Molina Carmen Session Jamie Manburg Kim Durham	Faculty Club

			Lillian Greico	
2:00-3:00 pm	Exit Meeting	Nicholas Michelli	Roxanne Molina Jamie Manburg Kimberly Durham President Hanbury	Campus Support Building Room 154
3:30 pm	Michelli Transported to Hotel	Nicholas Michelli	-	Faculty Club → Sheraton Plantation
Wednesday, December 5, 2018				
<i>Time</i>	<i>Activity</i>	<i>CAEP Participant</i>	<i>NSU Participant</i>	<i>Location</i>
3:00 pm	Michelli Transported to Airport	Nicholas Michelli	-	Sheraton Plantation → Airport

Preparation Meeting Schedule

Date & Time	Stakeholder Meetings	Meeting Host
Oct. 18 12:45 pm	University Supervisors	Lilly/Roxanne
Oct. 19 3:30 pm	Teacher Candidates/Interns	Lilly/Roxanne/Carmen
Oct. 23 12:30 pm	Faculty	Gabi/Roxanne
Oct. 24 9:00 am	Academic Advisors	Carmen/Roxanne
Oct. 25 3:30 pm	Alumni	Carmen/Roxanne
Nov. 8 11:30 am	All faculty	Gabi/Roxanne
Nov. 21 10:00 am	President	Jamie/Kim/David
Nov. 21	Admission Team	Jamie
Nov. 26 12:45 pm	University Supervisors	Lilly/Roxanne
Nov. 26 3:00 pm	CFO	Jamie
Nov. 27 3:30 pm	Teacher Candidates/Interns/Alumni	Lilly/Roxanne/Carmen
Nov. 28 9:00 am	Academic Advisors	Carmen/Roxanne
Nov. 28 12:30 pm	District Partners	Jamie
Nov. 29 12:30 pm	Faculty Final Preparation	Gabi/Roxanne
Nov. 29 2:00 pm	Provost	Jamie/Kim/David