

Itinerary
 Higher Learning Commission
 Accreditation Visit
 Danville Area Community College
 April 27-29, 2009

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| <p>HLC Team Members Team Chair – Dr. David H. Devier Team Member – Dr. Felix Aquino Team Member – Dr. Barbara A. Bollmann Team Member – Ms. Mary Therese Elwell Team Member – Dr. Kathleen L. Nelson Team Member – Mr. Brett Pfingston</p> |
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Sunday, April 26, 2009

- 5:30 P.M. Team meets for dinner – Holiday Inn Express – Danville, Illinois
- 7:00 P.M. Team meeting in hotel conference room
 Items to cover:
- Review of draft itinerary
 - Review of preliminary assignments
 - Lists of individuals to interview
 - Assess self-study
 - Identify issues/concerns
 - Discuss (new) team report format
 - Team member expectations

Monday, April 27, 2009

- 7:30 A.M. Team gathers for departure to Danville Area Community College Campus
- 7:45 A.M. Total team meets with Danville's Administrative Team – Location: Bremer Room 141
- 8:00 A.M. Campus Tour and Resource Room Review – Location: Vermilion Hall Room 302
- 9:00 A.M. Meet with College President, Dr. Alice Marie Jacobs, Location: President's Office, Vermilion Hall Dr. David H. Devier
- Meet with Chief Financial Officer, Gail A. Morrison, Location: Business Office, Vermilion Hall 116 Dr. Kathleen Nelson
- Meet with Vice President for Instruction and Student Services, Dave L. Kietzmann, Location: President's Conf Room Vermilion Hall 206 Dr. Felix Aquino

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| | Meet with Lara Conklin, Director, Marketing and College Relations, Location: Marketing Office, Vermilion Hall 217 | Ms. Mary Therese Elwell |
| | Meet with Nancy Boesdorfer, Director, Institutional Effectiveness, Location: Cannon Hall Room 122 | Mr. Brett Pfingston |
| 10:00 A.M. | Meet with Self-Study Steering Committee, Location: Laura Lee Room, Lincoln Hall | Ms. Mary Therese Elwell |
| | Meet with R. Mike Cunningham, Director, Administrative Services, Location: Business Office, Vermilion Hall 116 | Dr. Kathleen Nelson (1/2 hour) |
| | Meet with Rebecca Schlecht, Director, Human Resources/Affirmative Action Officer, Location: Human Resources, Vermilion Hall Room 211 | Dr. Felix Aquino |
| | Meet with Tracy Wahlfeldt, Executive Director of College Foundation and Grant Development, and Laura Williams, Director of Grants and Planning, Location: Foundation Office, Vermilion Hall 218 | Dr. Kathleen L. Nelson (1/2 hour) |
| | Meet with Janet M. Ingargiola, Director, Financial Aid, Location: Financial Aid Office, Vermilion Hall 111 | Mr. Brett Pfingston |
| | Meet with Vicky Welge, Director, Student Success Center, Location: Student Success Center, Lincoln Hall Room 113 | Dr. David H. Devier |
| 11:00 A.M. | Meet with Academic Division Deans, Location: Laura Lee Room, Lincoln Hall | Dr. Felix Aquino |
| | Meet with Admissions Staff, Location: Vermilion Hall 102 | Mr. Brett Pfingston (1/2 hour) |
| | Meet with Thomas G. Szott, Director, Adult Education/Information and Referral Coordinator, Location: Prairie Hall 102 | Ms. Mary Therese Elwell |
| | Meet with Dr. Belinda A. Dalton-Russell, Associate Vice President, Student Services, Location: Lincoln Hall 104 | Mr. Brett Pfingston (1/2 hour) |
| | Meet with Patricia F. Shedlock, CQI Coordinator/Director of Tech Prep, Location: Prairie Hall 109 | Dr. David H. Devier |

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| | Meet with Carla Boyd, Director, Career and Employment Services, Location: Lincoln Hall 104 | Dr. Kathleen L. Nelson |
| 12:00 Noon | Lunch with Community Members, Location: Bremer 141 | Entire Team |
| 1:30 P.M. | Meet with Staff, Location: Vermilion Hall 306 | Dr. David H. Devier Dr. Felix Aquino |
| | Meet with Robert Brown, Director of Education Programs, East Moline Correctional Center, Location: Laura Lee Room, Lincoln Hall | Dr. Kathleen L. Nelson |
| | Meet with Michael O'Brien, Director, Small Business Development Center, Location: Bremer Conference Room 124 | Mr. Brett Pfingston |
| | Meet with Alice M. Cowan, Director, Counseling and Transfer Articulation Coordinator, Location: Lincoln Hall 104 | Ms. Mary Therese Elwell |
| 2:30 P.M. | Meet with Debra Lynn Knight, Controller, Business Office, Location: Business Office Vermilion Hall 114 | Dr. Kathleen L. Nelson |
| | Meet with Sharif Sidi-Haji, Director of Educational Programs, Hill Correctional Center, Location: Laura Lee Room, Lincoln Hall | Dr. Felix Aquino (1/2 hour) |
| | Meet with Jefferson Davis Williams, Director, Computer and Network Services, Location: Tech Center 137 | Mr. Brett Pfingston |
| | Meet with Institutional Effectiveness and Assessment Committee, Location: Vermilion Hall 306 | Ms. Mary Therese Elwell |
| | Meet with Sara L. Van DeWalker, Director, Corporate and Community Education, Location: Bremer 134 | Dr. Felix Aquino (1/2 hour) |
| | Meet with M. Diane Hall, Coordinator, Customized Training; and Brian Hensgen, Director, Job Training Partnership; Corporate and Community Education, Location: Bremer 132 | Dr. David H. Devier |
| 3:30 P.M. | Meet with Faculty, Location: Vermilion Hall 306 | Dr. David H. Devier Dr. Felix Aquino Dr. Kathleen L. Nelson |

Meet with Mike A. Jumps, Director of Maintenance and Facilities, Location: Laura Lee Room, Lincoln Hall

Mr. Brett Pfingston

Meet with Cindy Parr-Barrett, Coordinator, Bookstore, Location: Bookstore, Lincoln Hall

Ms. Mary Therese Elwell

4:30 P.M.

Meet with President, Dr. Alice Marie Jacobs, Location: President's Conference Room Vermilion Hall 206

Dr. David H. Devier

Team Work in Resource Room

5:00 P.M.

Team Departs Campus for Hotel

6:00 P.M.

Team Meets for Dinner

7:30 P.M.

Team Work in Hotel Resource Room

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Tuesday, April 28

- 7:45 A.M. Team gathers for departure from hotel to Danville Area Community College
- 8:00 A.M. Meet with president, Dr. Alice Marie Jacobs, Location: President's Office, Vermilion Hall Dr. David H. Devier
- Team work in Resource Room
- 9:00 A.M. Meet with Tim M. Bunton, Director, Athletics/Men's Baseball Coach, Location: Mary Miller 124A Dr. David H. Devier
- Meet with Stacy Ehmen, Director, Admissions and Records/Registration, Location: Vermilion Hall 108 Ms. Mary Therese Elwell
- Meet with Gregory D. Fegett, Safety and Security Officer, Location: Lincoln Hall 007 Dr. Felix Aquino
- Meet with Brad Ray Weaver, Coordinator, Campus Services and Graphics, Location: Lincoln Hall 014 Mr. Brett Pfingston (1/2 hour)
- Meet with Jonathan L. Spors, Director, Instructional Media, Location: Clock Tower 003 Mr. Brett Pfingston (1/2 hour)
- Meet with Ana M. Nasser, Coordinator, Child Development Center, Location: Child Development Center Dr. Kathleen L. Nelson
- 10:00 A.M. Meet with Maggie Hoover, Instructional Designer, Prairie Hall 205 Mr. Brett Pfingston
Dr. Mary Therese Elwell
- 10:00 – 12:00 P.M. Team Work in Resource Room and additional appointments – follow-up as needed
- 12:00 P.M. Lunch with Students, Location: Bremer 141 Entire Team
- Team work in Resource Room and appointments as needed
- 4:00 P.M. Meet with President, Dr. Alice Marie Jacobs, Location: President's Office, Vermilion Hall Dr. David H. Devier
- 4:30 P.M. Meet with Board Chair, Location TBA Dr. Kathleen Nelson
- 5:00 P.M. Dinner with Board of Trustees, Location: Bremer 110 Entire Team
- 6:30 P.M. Team departs for hotel
- 7:00 P.M. Team works in Hotel Resource Room

Wednesday, April 29, 2009

9:30 A.M. Team departs hotel for campus

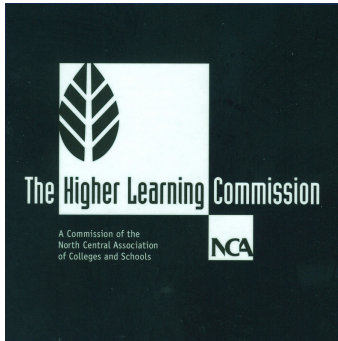
Team work in resource room

Meet with President, Alice Marie Jacobs, Location: Dr. David H. Devier
President's Office, Vermilion Hall

10:00 A.M. Exit Report, Location: Bremer Theater

10:30 A.M. Team departs campus

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Team Assignments
 April 27-29, 2009

| Team Member | Primary Assignments | Secondary Assignments |
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| Dr. David H. Devier | Lead on Criterion One | Help with Criterion Three |
| Dr. Felix Aquino | Lead on Criterion Three and Outreach | Help with Criterion Four |
| Dr. Barbara A. Bollmann | Lead on Criterion Five | Help with Criterion Two and Budgets |
| Ms. Mary Therese Elwell | Lead on Assessment Criterion Four and General Education | Help with Criterion Three |
| Dr. Kathleen L. Nelson | Lead on Board of Trustees | Physical Plant, Budgets and Advancement |
| Mr. Brett Pfingston | Lead on Criterion Two | Help with Criterion One |