



**MASTER SCHEDULE**

**AQIP CQR VISIT**

**APRIL 25-27, 2016**

**HLC VISITING TEAM**

**DR. MICHAEL BOYD, CHAIR**

**DR. REBECCA STANKOWSKI**

**MR. MICHAEL D. BERNDT**

**NORTHERN NEW MEXICO COLLEGE**

**DOMINGO SANCHEZ, III, INTERIM PRESIDENT & VICE PRESIDENT FOR FINANCE & ADMINISTRATION**

**DR. PEDRO L. MARTINEZ, PROVOST & VICE PRESIDENT FOR ACADEMIC AFFAIRS**

Sunday, April 24, 2016			
Time	Activity/Meeting	Location	NNMC Participants
TBD	<b>AQIP Team arrives in Albuquerque</b>	Albuquerque Airport (Team will rent vehicle and drive to Española)	N/A
TBD	<b>Team checking into hotel: Inn at the Delta</b> <ul style="list-style-type: none"> <li>● 3 single Rooms</li> <li>● 1 Meeting room reserved</li> <li>● Materials, computer &amp; printer and supplies will be provided by NNMC</li> <li>● Schedule and nametags available upon check-in</li> <li>● Breakfast available each day</li> </ul>	Inn at the Delta 243 N Paseo De Onate, Española, NM 87532 (505) 753-9466	N/A
Monday, April 25, 2016			
8:00AM-9:00AM	<b>HLC Team Arrives at NNMC</b> Meet and greet with Staff, Faculty, Students and guests.	Front Entrance of NNMC Administration Building	<b>Interim President Sanchez to Welcome Group</b> Administration Staff Faculty Students
9:00AM-10:00AM	<b>Meeting with Institution's CQR Committee</b>	Board Room	All Committee Members <b>Carmella Sanchez, Director of Institutional Research</b>
10:10AM-11:00AM	<b>Enrollment Management (Trends)</b>	Business Department JCI 115	<b>Kathleen Sena, Registrar</b> Tobe Bott-Lyons, Advisement Director Jacob Pacheco, Director, Financial Aid Frank Orona, Director Admissions & Recruitment, Veterans Resource Sara McCormick, Recruiter/Admissions

11:10AM-12:00PM	Student Support/ Student Life	GE Building Room AD 101/102	<p><b>Patricia Trujillo, Director of Equity &amp; Diversity</b>  <b>Tobe Bott-Lyons, Advisement Director</b></p> <p>Dr. Matthew Martinez, Director of Northern Pueblos Institute  Ana X. Gutierrez Sisneros, Mental Health Counselor  Thansewi Martinez, Adjunct Faculty  Gwen Orona, Academic Advisor  Amy Ortiz, Interim Library Director  Brooke Espinosa, Student Life Coordinator  Stephanie Vigil-Roybal, CAMP Director  Barbara Bustos, EOC Director  Jacob Pacheco, Director, Financial Aid  Verna Trujillo, Coordinator, Accessibility Resource Center  Shaun Cooke, Math Specialist  Deborah Begel, Director, Writing Center  Frank Orona, Director of Admissions &amp; Recruitment  Kathleen Sena, Registrar  Henrietta Trujillo, Director of Financial Services, Interim Human Resources  Human Resources <b>(On Call)</b></p>
12:00PM-1:00PM	<b>Lunch with Deans,  Chairs, Interim  President and Provost  &amp; Vice President for  Academic Affairs</b> <ul style="list-style-type: none"> <li>● Lasagna (Meat and Veggie)</li> <li>● Salad</li> <li>● Breadsticks</li> <li>● Dessert</li> <li>● Drinks</li> </ul>	Board Room	<p><b>Ivan Lopez, Dean</b>  <b>College of Engineering and Technology</b></p> <p>Dr. Pedro Martinez, Provost &amp; Vice President for Academic Affairs  Dr. Joaquin Vila, Dean, College of Education  Domingo Sanchez, III, Interim President  Lori Franklin, Chair, Humanities, Social Sciences and Language and Letters  Dr. Lori Baca, Dean, College of Business  Dr. David Torres, Chair, Math and Physical Science  Ellen Trabka, Dean, College of Nursing &amp; Health Sciences  Dr. Ulises Ricoy, Chair, Biology, Chemistry and Environmental Science</p>
1:00PM-1:45PM	<b>Budgeting, Finance and Auditing Operation</b>	President's Conference Room	<p><b>Domingo Sanchez III, Interim President</b></p> <p>Henrietta Trujillo, Director, Financial Services  Evette Abeyta, Budget Analyst  Alexandria Williams, Senior Financial Analyst  Amparo Gidney, Grants Manager</p>
1:45PM-2:30PM	<b>Federal Compliance and Student Loan Default Rate</b>	President's Conference Room	<p><b>Jacob Pacheco, Director, Financial Aid</b></p> <p>Kathleen Sena, Registrar  Jimi Montoya, IT Director  Henrietta Trujillo, Director, Financial Services  Patricia Trujillo, Director of Equity &amp; Diversity</p>

2:45PM-3:45PM	<b>Open Forum with Faculty (Faculty Only)</b>	GE Building Room AD 101-102	<b>Karen Simpson, Director Two Year Programs College of Business Administration</b>
4:00PM-4:45PM	<b>Open Forum with Staff (Staff Only)</b>	GE Building Room AD 101-102	<b>Tamara Trujillo, Assistant Director of Institutional Research</b>
4:45PM-5:45PM	<b>Program Stipulation</b>	SERPA Building Room 104	<p><b>Dr. Pedro Martinez, Provost &amp; Vice President for Academic Affairs</b>  Dr. Patricia Trujillo, Director of Equity &amp; Diversity  Ryan Cordova, Athletic Director, Men's Basketball Coach  Ellen Trabka, Dean College of Nursing  Lori Franklin, Chair, Humanities, Social Sciences, Language and Letters  Kathleen Sena, Registrar  Dr. Ivan Lopez, Dean, College of Engineering and Technology  Dr. Joaquin Vila, Dean, College of Education  Dr. Lori Baca, Dean, College of Business  Dr. David Torres, Chair, Math and Physical Science  Dr. Ulises Ricoy, Chair, Biology, Chemistry and Environmental Science  Tamara Trujillo, Assistant Director of Institutional Research  Carmella Sanchez, Director of Institutional Research</p>
6:30PM	<b>Dinner at El Paragua Restaurant</b>	El Paragua	<p><b>Interim President Domingo Sanchez, III</b>  Dr. Pedro Martinez, Provost &amp; Vice President for Academic Affairs,  Rosario (Chayo) Garcia, Board President  Kevin Powers, Board Secretary/Treasurer  Melinda DeHerrera, Student Board Member  Carmella Sanchez, Director of Institutional Research  Tamara Trujillo, Assistant Director of Institutional Research  Dr. Patricia Trujillo, Director of Equity &amp; Diversity  Ryan Cordova, Athletic Director, Men's Basketball Coach  Henrietta Trujillo, Director, Financial Services</p>

Tuesday, April 26, 2016			
Time	Activity/Meeting	Location	NNMC Participants
7:30AM-8:00AM	<b>Inn at the Delta provides breakfast</b>	Inn at the Delta	N/A
8:00AM	<b>Travel to campus</b>	NNMC	N/A
8:15AM-9:00AM	<b>Evidence of Student Success</b>	College of Education Room 108 (Downstairs)	<p style="text-align: center;"><b>Dr. Joaquin Vila, Dean, College of Education</b>            Tamara Trujillo, Assistant Director of Institutional Research            Dr. Jorge Crichigno, Director of IETP/Associate Professor/Engineering            Ellen Trabka, Dean, College of Nursing            Dr. David Torres, Chair, Math and Physical Science            Jee Hwang, Assistant Professor, Business Administration            Marcos Calvalcante, Associate Professor, Music            Lori Franklin, Chair, Humanities, Social Sciences, Language and Letters            Carmella Sanchez, Director of Institutional Research            Dr. Travis Robbins, Assistant Professor, Biology</p>
9:15AM-10:15AM	<b>Distance and Correspondence Review</b>	Glass Room on 2 <sup>nd</sup> Floor of Ben Lujan Library	<p style="text-align: center;"><b>Dr. Ken Dvorak, Director, Center for Distance Education</b>            Amy Ortiz, Interim Library Director</p>
10:30AM-1:00PM	<b>Facilities Review and Visit to El Rito Campus</b>	Depart from VP Conference Room	<p style="text-align: center;"><b>Domingo Sanchez, III, Interim President</b>            Andy Romero, Director of Facilities, Safety &amp; Security</p>
1:00PM-2:00PM	<b>Student Lunch</b> <ul style="list-style-type: none"> <li>▪ Enchiladas (Meat and Veggie)</li> <li>▪ Beans</li> <li>▪ Rice</li> <li>▪ Dessert</li> <li>▪ Drinks</li> </ul>	Board Room	<p style="text-align: center;"><b>Ariadni Bito, Student Senate President</b>  <b>Ted Koetter, Student Senate Vice President</b>            Students</p>
2:00PM-2:45PM	<b>Website</b>	President's Conference Room	<p style="text-align: center;"><b>Sandy Krolick, Creative Director, Communications and Marketing</b>            Deborah Trujillo, IT Support            Jimi Montoya, Director of IT            Carmella Sanchez, Director of Institutional Research            Tamara Trujillo, Assistant Director of Institutional Research            Brooke Espinosa, Student Life Coordinator            Dr. Travis Robbins, Assistant Professor, Biology</p>

3:00PM-4:00PM	Faculty to Program Ratio	HT Building Room 111	<p><b>Dr. Pedro Martinez, Provost &amp; Vice President for Academic Affairs</b>  Lori Franklin, Chair, Humanities, Social Sciences and Language and Letters  Dr. Ulises Ricoy, Chair, Biology, Chemistry and Environmental Science  Dr. Ivan Lopez, Dean, College of Engineering and Technology  Carmella Sanchez, Director of Institutional Research  Tamara Trujillo, Assistant Director of Institutional Research  Dr. Joaquin Vila, Dean, College of Education  Dr. Lori Baca, Dean, College of Business  Dr. David Torres, Chair, Math and Physical Science  Ellen Trabka, Dean, College of Nursing and Health Sciences</p>
4:10PM-5:00PM	Evidence of Institutional Research and Action Projects	VE Building Room 102	<p><b>Carmella Sanchez, Director of Institutional Research</b>  Tamara Trujillo, Assistant Director of Institutional Research  Sandy Krolick, Creative Director, Communications and Marketing  Dr. Joaquin Vila, Dean, College of Education  Jimi Montoya, IT Director</p>
<b>Wednesday, April 27, 2016</b>			
Time	Activity/Meeting	Location	NNMC Participants
7:30AM-8:00AM	Inn at the Delta provides breakfast	Inn at the Delta	N/A
8:00AM-8:15AM	Travel to NNMC Campus	NNMC	N/A
8:30AM-11:30AM	Open time	Vice President's Conference Room	N/A
11:30 AM -12:00 PM	Exit Meeting – Recommendations	President's Conference Room	<p><b>Carmella Sanchez, Director of Institutional Research</b>  Domingo Sanchez, III, Interim President  Dr. Pedro Martinez, Provost &amp; Vice President for Academic Affairs  Tamara Trujillo, Assistant Director of Institutional Research</p>