



# Eastern International College Accreditation Visit

## AGENDA

### March 24-27, 2024

Date	Time	Activity	Team Members	EIC Reps	Standards	Areas of Expertise
	EST					Location
Sunday 3/24		Team Arrival				
	1:00 PM	Editorial Meeting	Linda Fedrizzi-Williams, Karenann Carty, Eric Patterson			
	3:00 PM	Team Meeting	All	N/A	All	
	6:00 PM	Dinner- Fire & Oak Restaurant, Westin Hotel	All	EIC Board of Directors, Executive team, Students, and Alumni representatives	N/A	Fire & Oak restaurant.

Date	Time	Activity	Team Members	EIC Reps	Standards	Areas of Expertise
	EST					Location
Monday 3/25	7:30-8:00 AM	Team travels to EIC Campus	All			EIC to provide transportation.
	8:30-9:00 AM	Meeting with the CEO	Team Chair, Linda Fedrizzi-Williams	Dr. Bashir Mohsen		Overview of the visit “CEO’s Office”
	9:00- 9:45 AM	Team Meets with Senior Leadership	All	Hany Zaky, Liz Reilly, Ruhina Najem, Yasmin Sharaf, Karen Lopez, Yen Tang, Suzanne Mullings, Julius Wangiwang	I, VII	Room 207
	10:00-10:30 AM	Team Meets with Steering Committee	All	<b>Steering Committee</b> “Evelyn Garcia, Seon Lewis-Holman, Karen Lopez, Alaa Mohsen, Suzanne Mullings, Ruhina Najem, Andrea Ojeda, Hany Zaky”	All	Room 304
	10:45- 11:15 AM	Budget and Finance	Will Moya, Eric Patterson	Lourdes Dominise	VI	Accountant, Budget Directors  Lourdes’ Office

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	10:45- 11:15 AM	Student Experience	Karenann Carty, Laurie Pierce	Kristen Watco, Maria Billings, Andrea Ojeda, Liz Reilly, Career Counselor	IV	Student Services, Student Counseling, Financial Aid, Campus Director, Career Services  <b>Room 304</b>
	11:30 AM-12:30 PM	Governing Board	All	Board of Directors Chair and members	II, VI, VII	Team meets with members of the Board of Directors  <b>Auditorium</b>
	12:30-1:30 PM	<b>WORKING LUNCH</b>	Linda Fedrizzi-Williams, Will Moya, Eric Patterson	N/A		<b>Conference Room</b>
	12:30-1:30 PM	<b>Lunch with Gen Ed Faculty</b>	Karenann Carty, Laurie Pierce, Abner Jose Colon	Gen Ed Faculty Representatives	II, III, V	Curriculum, Assessment, Evaluation  <b>Faculty Room, First floor</b>
	1:45-2:45 PM	Curriculum Design, Outcome Assessment, and Educational Effectiveness	Karenann Carty, Laurie Pierce, Abner Jose Colon	<b>Academic Department Directors, Academic Deans</b> "Alaa Mohsen, Suzanne Mullings Ruhina Najem,	III, V	Academics, Assessment, Instructional Resources  <b>Room 304</b>

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	EST					Location
				Shahida, Hany Zaky, Eduardo.”		
	1:45-2:30 PM	Meeting with Board Chair	Linda Fedrizzi-Williams, Eric Patterson, Will Moya	Board Chair	VII	TBD
	2:45-3:15 PM	Admissions, Marketing and Financial Aid	Abner Jose Colon, Will Moya	<b>Director of Admissions; Director of Financial Aid</b>  “Nona, Andrea, Madline, Ameena “	II, IV	Room 304
	2:45-3:30 PM	Campus Tour	Karenann Carty, Eric Patterson, Laurie Pierce	Student Representatives		
	2:45-3:15 PM	End of Day Debrief	Linda Fedrizzi-Williams	Hany Zaky, Suzanne Mullings		Additional evidence requests, Interview Requests <b>Dean of Nursing Office</b>
	3:30 PM	Return to Hotel				EIC to provide transportation
	4:00- 5:30 PM	Team Meeting	All			Hotel
	6:00 PM	Dinner	All			Hotel

Date	Time	Activity	Team Members	EIC Reps	Standards	Areas of Expertise
	EST					Location
<b>Tuesday 3/26</b>	7:30-8:00 AM	Team Travels to EIC Campus				EIC provides transportation
	8:30-9:00 AM	Meeting with the CEO	Team Chair, Linda Fedrizzi-Williams	Dr. Bashir Mohsen		Progress Report <b>CEO's Office</b>
	9:00- 9:45 AM	Meeting with Academic Department Chairs	Laurie Pierce, Abner Jose Colon, Karenann Carty	<b>Department Chairs</b> "Alaa Mohsen, Suzanne Mullings, Ruhina Najem, Shahida"	IV, V	Advising, Curriculum, Assessment  <b>Room 304</b>
	9:00- 9:45 AM	Meeting with President	Linda Fedrizzi-Williams, Will Moya	Julius Wangiwang		Meeting with President <b>" President's Office"</b>
	10:00-10:45 AM	Meet with Students	All	Students Representatives	All	<b>Room 304</b>
	10:45- 11:30 AM	Follow-up Meetings/ Editing	Karenann Carty, Abner Jose Colon, Eric Patterson, Laurie Pierce	TBD		<b>Conference Room</b>  <b>-Room 207</b>
	11:30 AM-12:45 PM	<b>Lunch with Discipline Specific Faculty</b>	Laurie Pierce, Abner Jose Colon, Kareann Carty	Discipline Specific Faculty Including Evelyn Garcia, Samir Samour.	All	<b>Room 304</b>

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	11:30 AM- 12:45 PM	<b>WORKING LUNCH</b>	Linda Fedrizzi-Williams, Will Moya, Eric Patterson			<b>Conference Room</b>
	1:00- 1:30 PM	Human Resources, Facilities & Key Operational Staff	Will Moya, Eric Patterson	Liz Reilly, Human Resources	VI, VII	Institutional Effectiveness Planning, Resource Allocation <b>Room 304</b>
	1:00-1:45 PM	Distance Education, Learning, Faculty Training	Karenann Carty, Laurie Pierce, Abner Jose Colon	<b>TBD Information Technology Staff</b> "Yentang, Hany Zaky Alaa Mohsen"	III, V	Distance Learning, Faculty training <b>Room 207</b>
	1:45-3:45 PM	Follow-up Interviews, Review of Evidence, Writing Session	All	TBD		<b>Room 304</b>
	3:00-3:30 PM	End of Day Debrief	Linda Fedrizzi-Williams	Hany Zaky, Suzanne Mullings		Update on the visit <b>Dean's Office- Nursing</b>
	3:45 PM	Return to Hotel				
	4:00- 5:30 PM	Final Editing Session & Report Read Around	All			<b>Hotel</b>
	6:00 PM	Dinner	All			<b>Hotel</b>

Date	Time	Activity	Team Members	EIC Reps	Standards	Areas of Expertise
	EST					Location
<b>Wednesday 3/26</b>	7:30-8:00 AM	Travel to EIC Campus	All			EIC provides transportation
	8:30-9:00 AM	Meeting with the CEO	Team Chair, Linda Fedrizzi-Williams	Dr. Bashir Mohsen		President's Briefing
	9:15- 10:00 AM	Exit Report	All	College Community	All	<b>Auditorium</b>  Link For Virtual Attendance <a href="https://meet.google.com/hhu-zztn-zvh">https://meet.google.com/hhu-zztn-zvh</a>
	10:00 AM	Team travels back to hotel	All			EIC provides transportation