

**External Review of Developmental and College Preparatory Mathematics
Drs. Boylan and Bonham
September 26 – 28, 2007**

Consultants will arrive on Wednesday, Sept. 26, at 1:07pm (US Airways, # 945 from Charlotte). FCCJ faculty/staff will provide transportation to/from airport, hotel, and from campus to campus.

The meetings with meals are college-wide meetings with employees, as well as many of the meetings on Friday. The rest of the schedule is concentrated on classroom observations and meetings with employees from specific campuses.

Dr. Bonham will follow the schedule in the left-hand column; Dr. Boylan will follow the schedule in the right-hand column.

Wednesday, September 26: Half Day	
Dr. Bonham	Dr. Boylan
<i>Will be picked up from Jacksonville airport (flight arrives at 1:07pm) and driven to Deerwood Center Deborah Morris will pick them up and take them to first meeting</i>	
<u>Deerwood Center</u>	
3:00pm-3:45pm SLS Council Room C-2323	
4:00pm – 4:30pm Visit Math Lab, Room B-2206 Meet math tutors and lab coordinator Visit with students who attend “drop in”	4:00pm – 4:30pm Meet with Deerwood Student Success staff Room B-2207
<i>Dinner Break (Consultants have dinner on own - FCCJ will provide transportation to restaurants near Deerwood)</i>	
6:00pm-6:45pm Observations of classes	6:00pm-6:45pm Observations of classes
<i>Travel to South (6:45-7:15pm)</i>	
<u>South Campus</u>	
7:20pm-8:20pm Observe Adult Studies classes of adjuncts and full-time professors	7:20pm-8:20pm Visit Math Lab, Learning Center Room G-200 Meet math tutors and lab coordinator Visit with students who attend “drop in”
<i>Travel to Hotel (8:20pm)</i>	

Thursday, September 27	
Dr. Bonham	Dr. Boylan
<i>7:20am Pick up at Hotel</i>	
<u>Downtown Campus</u>	
8:00am-8:45am Breakfast with Campus Presidents, Dr. Green, and Dr. Yurko Advanced Technology Center, Room T-116	
9am -9:50am Observe Adult Studies classes of adjuncts and full-time professors	9am-9:45am Meet with Student Success staff Downtown Campus Room A-2014
10:00am-11:00am Observe college prep math classes of adjuncts and full-time professors	10am-10:30am Meet with college-wide Director, Disability Services Downtown Campus Room A-2014
11:15am -12noon Visit Math Lab Downtown Campus Room A-2101 Visit with students who attend “drop in”	10:45-12noon Downtown Learning Center (A2101) Downtown Assessment/Certification Center (1 st Floor) Downtown Advising/Counseling area (portables)
<i>Travel to Kent Campus</i>	
<u>Kent Campus</u>	
12:30 -1:30pm Lunch with Deans of Liberal Arts/Sciences and Nassau Center Director (invited from all campuses) Building B, Room 102J	
1:45pm-3:30pm Observe Adult Studies and college prep math classes of adjuncts and full-time professors	1:45pm-2:45pm Meet with Student Success staff Location B-102J
3:45-4:30pm Visit Math Lab, C-100 Meet math tutors and lab coordinator Visit with students who attend “drop in”	3:00pm-4:30pm Visit and talk with staff in the following areas: Kent Advising/Counseling area Kent Assessment and Certification Center Kent Learning Center
<i>Travel to North Campus</i>	
<u>North Campus</u>	
5:15pm-6:15pm Meet math tutors and lab coordinator Learning Center - D330 Visit with students who attend “drop in”	5:15pm-6:15pm Visit and talk with staff at the following: North Assessment and Certification Center North Campus Advising/Counseling
6:30pm-7:30pm Dinner at the Mallard Room with Toolbox Scholars from campuses, representatives from Executive Vice President’s staff, and Campus Presidents	
7:45-8:30pm Observe college prep math classes of adjuncts	7:45-8:30pm Visit North Learning Center (D330) & talk with staff
<i>Travel to Hotel (8:30pm)</i>	

Friday, September 28	
Dr. Bonham	Dr. Boylan
<i>8:00am Pick up at hotel</i>	
<u>South Campus</u>	
8:30am-9:30am Meet with College Credit and Adult Studies Advisors/Counselors (invited from all campuses), Deans of Student Success, Adult Ed Managers, Student Success and Services Manager, and Executive Director of Student Success and Enrollment Management Building D, Room 110	
9:45am – 11:15am Observe college prep classes of full-time faculty	9:45am-10:30am Attend portion of Adult Education Council (college-wide council). The council will actually be meeting until 12noon, but Dr. Boylan will attend only part of the meeting. Location: Lakeside Room
11:30am-12:15pm View math online course development course shells (Mike Harrington) and SIRIUS shells (Chuck Lombardo), Project Renaissance (Robert Greene), and possibly SIRIUS math teams Building D, Room 110	10:45am-11:15am, Meet with South Student Success Staff 11:15am -12noon Visit South advising/counseling Visit South Assessment and Certification center and talk with staff Visit South Learning Center and talk with staff
	Break
12:30pm-1:30pm Lunch with Learning Center Managers and Directors of Learning Services (invited from all campuses) and Open Campus Learner Support Center Manager Building U, Room 152	
1:45pm-2:30pm Attend portion of Math Council. The council will actually be meeting from 1:00pm-3:30pm, but Dr. Bonham will attend only part of the meeting. Location: G101	<i>Travel to Martin Center</i>
Break	2:00pm-2:30pm Attend portion of College Prep Council in Martin Center Board Room. The council will actually be meeting from 1:00pm-3:00pm, but Dr. Boylan will attend only part of the meeting.

Friday, Sept. 28, South Campus (Continued)	
3:00pm-4:00pm Meet with Adult Education Managers (invited from all campuses) South Campus, D-110	2:45pm-3:30pm Meet with Open Campus (Virtual College, Distance Learning, and Military Education bases), Martin Center Room 443
	<i>Travel back to South Campus</i>
4:15pm-5:30pm Meeting with full-time math faculty (all campuses invited) South Campus G-101	4:15pm-5:30pm Meeting with math adjuncts (all campuses invited) South Campus D-116
5:45pm-6:45pm Meeting with Dr. Yurko and the External Review Leadership Team South Campus D-116	
<i>Travel to Hotel (6:45pm)</i> <i>Consultants have dinner on their own</i>	

Depart Jacksonville, Saturday morning, September 29
Will be picked up at hotel and driven to the Jacksonville Airport (9:00am)