

HLC Virtual Visit Agenda and Meeting Information: Xavier University

All Times EDT

Contact: Dr. Rachel Chrastil

Mr. David Louis Cutri, Sr., Visit Schedule

8:00	Arrival on Campus	Park on University Drive; display parking permit. Dr. Chrastil will greet.	Dr. Rachel Chrastil
8:00-9:00	Campus Tour	Start and end in front of Schmidt Hall on University Drive	Mr. Robert Sheeran, VP, Facilities
9:00-9:15	Set up for Zoom meetings	Meet in front of Schmidt Hall on University Drive, then set-up for Zoom in Schmidt Hall 3 rd Floor Conference Room (306)	Dr. Rashmi Assudani, Associate Provost for Academic Affairs IT support: Mr. Chris Miller, Audio Visual Technician
9:15-10:00	Introductory meeting (below)	Schmidt 306, via Zoom	See below
10:00-10:50	Budget Meeting (below)	Schmidt 306, via Zoom	See below
10:50-11:00	Walk to the Office of Human Resources for review of staff credentials	Meet in Schmidt 306	Mr. Sean Comer, Director, Government Relations
11:00-12:00	Staff credentials	Office of Human Resources, Alumni Center	Ms. Connie Perme, Associate VP, HR
12:00	Walk to Schmidt	Meet in the Office of Human Resources	Mr. Sean Comer, Director, Government Relations
12:00-1:00	Lunch	Schmidt 306	Ms. Judy Janzen, Administrative Assistant to the Associate Provost for Academic Affairs

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1:00-1:30	HLC Team Debrief (below)	Schmidt 306, via Zoom	See below
1:30	Introduce to next group	Schmidt 306	Dr. Rachel Chrastil
1:30-2:15	Faculty credentials (Schmidt 306)	Schmidt 306	Dr. Rashmi Assudani, Associate Provost for Academic Affairs Dr. Diane Ceo-DiFrancesco (CAS) Ms. Carol Maegly, Associate VP—Provost
2:15-3:00	Syllabus review	Schmidt 306	Dr. Michele Matherly, Associate Dean, WCB Ms. Sidnie Reed, Resource Sharing Specialist, University Library
3:00	Departure	Meet in Schmidt 306	Dr. Debra Mooney, VP for Mission & Identity

*** indicates Xavier meeting host. Host will stay in the meeting unless otherwise indicated.**

CAS = College of Arts and Sciences

CPS = College of Professional Sciences

CN = College of Nursing

WCB = Williams College of Business

EMSS = Enrollment Management and Student Success

SAC = Staff Advisory Committee

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Sunday, April 11, 2021		
<i>Time</i>	<i>Session</i>	<i>Attendees</i>
7:00p-9:00p	Team Preparatory Meeting	All HLC Team Members *Dr. Rachel Chrastil (will leave once meeting begins)

Monday, April 12, 2021		
<i>Time</i>	<i>Session</i>	<i>Attendees</i>
9:00a – 10:00a	President and Accreditation Liaison Officer	Dr. Matt Smith, Rev. Michael Graham S. J., *Dr. Rachel Chrastil

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	<p>President's Executive Staff (Joins the President/ALO at 9:15a; President's Choice will be admitted from the waiting room at the conclusion of the President/ALO session)</p>	<p>HLC Team: All</p> <p>President's choice/Xavier University: President's Direct Reports join the meeting</p> <ul style="list-style-type: none">• Dr. Melissa J. Baumann, Provost and Chief Academic Officer• Mr. Philip Chick, VP for Financial Administration and Chief Business Officer• Mr. Greg Christopher, VP for Administration and Athletic Director• Mr. Jeff Coleman, VP for Risk Management• Ms. Rebecca Cull, General Counsel• Mr. Gary Massa, VP for University Relations• Mr. Aaron Meis, VP for Enrollment Management• Dr. Debra Mooney, VP for Mission and Identity and Chief Mission Officer• Dr. Janice Walker, VP for Institutional Diversity and Inclusion
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	<p>Xavier’s HLC Steering Committee (Joins the President’s choice at 9:30a; new attendees will be admitted from the waiting room at the conclusion of the Executive Staff session)</p>	<p>HLC Team: All</p> <p>Xavier University: Steering Committee joins; Direct Reports remain.</p> <ul style="list-style-type: none"> • Dr. Shannon Byrne (CAS), Co-Chair • Dr. Rachel Chrastil, Dir, Accreditation (CAS), Co-Chair • Dr. Debra Mooney, VP, Mission and Identity, Co-Chair • Mr. Joseph Shadle, Dir., Center for Mission and Identity, Criterion 1 • Dr. Daniel Otero (CAS), Criterion 1 • Ms. Rebecca Cull, General Counsel, Criterion 2 • Dr. Michele Matherly, Associate Dean, WCB, Criterion 3 • Dr. Niamh O’Leary (CAS), Criterion 3 • Dr. Dennis Long, Associate Dean, CPS, Criterion 4 • Dr. Esmeralda Nastase (CAS), Criterion 4 • Mr. Jeff Edwards, Associate Provost and Chief Information Officer, Criterion 5 • Dr. Marco Fatuzzo, Chair of Faculty Committee (CAS), Criterion 5 • Dr. Andrea Wawrzusin, University Registrar, Federal Compliance • Dr. William Madges (CAS), Federal Compliance • Mr. Kevin Lavelle, Dir. Brand Strategy, Website • Dr. Liz Johnson (CAS), Website • Ms. Carol Maegly, Associate VP—Provost, HLC Data Reporting Officer • Ms. Emily Shipley, Dir. Office of Institutional Research • Ms. Anne Ryckbost, University Archives and Special Collections Librarian, Evidence Coordinator
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10:00a—10:50a	CBO, Controller, Budget Staff	HLC Team Members: Mr. David Cutri (if available), Dr. Jonathan Pickering, and Dr. Matt Smith Xavier University: <ul style="list-style-type: none">• *Mr. Phil Chick, VP for Financial Administration and Chief Business Officer• Ms. Christine Roncaglione, Controller• Ms. Shawn Schuler, Associate Vice President, Financial Planning and Budgets
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10:00a – 10:50a	Criterion 3 Session Meeting	<p>HLC Team Members: Dr. Lynn Akey, Dr. Kim Long, Dr. Sarah Vordtriede-Patton</p> <p>Xavier University</p> <ul style="list-style-type: none"> • *Dr. Michele Matherly, Associate Dean, WCB, Criterion 3 Co-Chair • *Dr. Niamh O’Leary, Criterion 3 Co-Chair (CAS) • Dr. Rashmi Assudani, Associate Provost for Academic Affairs • Dr. Timothy Brownlee, BOGS representative (CAS) • Ms. Jenni Dramis, Director, Total Rewards and HRIS, HR • Dr. Carla Gerberry, BUGS representative (CAS) • Dr. James Helmer, Chair, Board of Graduate Studies (CAS) • Dr. Susan Kenford, Chair, Board of Undergraduate Studies (CPS) • Ms. Cindy Stockwell, Assistant Dean, WCB • Dr. Mary Kochlefl, Assistant Provost for Online and Continuous Learning • Ms. Connie Perme, Associate VP, Human Resources • Dr. Brenda Levya-Gardner, Dean, Graduate School (CPS) • Dr. Gary Lewandowski, Chair, CAS Curriculum Committee; Associate Dean, CAS • Dr. Patricia McMahon, Chair, CN Curriculum Committee • Ms. Carol Maegly, Associate VP—Provost • Dr. Sheri Huckleberry, Chair, CPS Curriculum Committee • Dr. James Loveland, Chair, WCB Curriculum Committee • Dr. Andrea Wawrzusin, University Registrar
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<p>11:00a—11:45a</p>	<p>Board of Trustees Meeting</p>	<p>HLC Team: Dr. Jonathan Pickering and Dr. Matt Smith</p> <p>Xavier University:</p> <ul style="list-style-type: none"> • *Dr. Rachel Chrastil (will leave once meeting begins) • Mr. Vincent Caponi, Retired President and CEO of St. Vincent’s Health Services <ul style="list-style-type: none"> ○ Chair, Xavier’s Board • Mr. Ralph “Mike” Michael, III, President and CEO, Fifth Third Bank, Greater Cincinnati <ul style="list-style-type: none"> ○ Vice Chair, Xavier’s Board ○ Chair, Compensation and Leadership Development Committee • Mr. W. Rodney McMullen – Chairman and CEO, The Kroger Company <ul style="list-style-type: none"> ○ Treasurer, Xavier’s Board ○ Chair, Finance Committee • Ms. Ann Hoffman – President / Co-Owner, Hoffman & Albers Interiors <ul style="list-style-type: none"> ○ Chair, Diversity and Inclusion Committee • Ms. Natasha Holiday – Managing Director, Municipal Finance, RBC Capital Markets, LLC <ul style="list-style-type: none"> ○ At-Large Member, Executive Committee • Ms. Barbara Howard, Esq. – Barbara J. Howard Co., L.P.A. <ul style="list-style-type: none"> ○ At-Large Member, Executive Committee • Mr. David Joyce – Retired Vice Chair, General Electric Company <ul style="list-style-type: none"> ○ Chair, Integrated Student Success Committee • Mr. John Maydonovitch – Retired CEO, MCE Technology <ul style="list-style-type: none"> ○ Chair, Jesuit, Mission and Identity Committee • Ms. Kay Napier-Zanotti – Retired CEO, Arbonne International, LLC <ul style="list-style-type: none"> ○ Chair, Brand and Marketing Committee • Mr. Timothy Schroeder – President and CEO, Clinical Trial & Consulting Services <ul style="list-style-type: none"> ○ Chair, Audit and Risk Management Committee • Fr. Bill Verbryke, S.J. – President, Brebeuf Jesuit Preparatory School <ul style="list-style-type: none"> ○ At-Large Member, Executive Committee
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11:00a—12:00p	Criterion 4 Meeting	<p>HLC Team: Dr. Lynn Akey, Dr. Kim Long, and Dr. Vordtriede-Patton</p> <p>Xavier University:</p> <ul style="list-style-type: none"> • *Dr. Esmeralda Nastase, CAS, Criterion 4 Co-Chair • *Dr. Dennis Long, Associate Dean, CPS, Criterion 4 Co-Chair • Dr. Shannon Byrne, Associate Director, Assessment (CAS) • Dr. Craig Davis, Chair, CAS Program Review Board • Dr. Marco Fatuzzo, Chair, Faculty Committee (CAS) • Dr. Cindy Geer, Dean, CPS • Dr. Sheri Huckleberry, Chair, CPS Curriculum Committee • Dr. Thomas Lebesmuehlbacher, Core Curriculum Committee Co-Chair (WCB) • Dr. David Mengel, Dean, CAS • Dr. Annie Ray, Core Curriculum Committee Co-Chair (CAS) • Dr. Teresa Young, CPS, Faculty Director, Assessment • Ms. Julie Kugler-Ackley, Co-Chair, Core Curriculum Assessment Committee (CPS) • Dr. Leah Busam Klenowski, Senior Director for Student Affairs (SA), Area Assessment Committee representative • Dr. Christian Mastilak (WCB), Area Assessment Committee representative • Dr. Susan Allen, member, CN Curriculum Committee • Dr. Gary Lewandowski, Chair, CAS Curriculum Committee; Associate Dean, CAS • Dr. James Loveland, Chair, WCB Curriculum Committee • Dr. James Snodgrass, III, Dean of Retention
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1:00p – 1:30p	HLC Team debrief	ALL HLC Team Members <ul style="list-style-type: none">• *Dr. Shannon Byrne (will leave once meeting begins)
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<p>1:30p – 2:30p</p>	<p>Criteria 2 and 5 Session Meeting</p>	<p>HLC Team Members: Dr. Lynn Akey, Dr. Jonathan Pickering, and Dr. Sarah Vordtriede-Patton.</p> <p>Xavier University:</p> <ul style="list-style-type: none"> • *Ms. Rebecca Cull, General Counsel, Criterion 2 Co-Chair • *Dr. Marco Fatuzzo, Chair, Faculty Committee, Criterion 5 Co-Chair (CAS) • *Mr. Jeff Edwards, Associate Provost and Chief Information Officer, Criterion 5 Co-Chair • Dr. Thilini Ariyachandra, former Chair, Academic Program Health Committee • Mr. Chris Barbour, Assistant Dean, CPS • Ms. Jen Bush, Assistant Dean for Graduate Programs, WCB • Ms. Jenni Dramis, Director, Total Rewards and HRIS, HR • Dr. Molly Dugan, Director of Student Integrity (SA) • Ms. Jean Griffin, Dean of Students (SA) • Dr. Sandra Harris, Associate Director, ABSN Program (Cleveland), representative from Academic Planning Committee (CN) • Dr. Gail Latta, Chair, Academic Planning Committee (CPS) • Ms. Kate Lawson, Title IX and Interpersonal Violence Response Coordinator • Dr. Judy Lewis, Dean, CN • Mr. John Mercer, Executive Director, Central Procurement and Accounts Payable • Mr. Ken O’Brien, Director, Audit & Compliance • Ms. Connie Perme, Associate VP, Human Resources • Dr. Mark Sena, Chair, Academic Program Health Committee (WCB) (will need to leave at 2:00) • Mr. Robert Sheeran, VP, Facilities • Dr. Janice Walker, VP, Institutional Diversity and Inclusion (will need to leave at 2:15)
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Monday, April 12 th , 2021		
Time	Session	Attendees
1:30p – 2:30p	This slot intentionally left open.	
3:00p – 3:45p	Faculty Session	<p>HLC Team: Dr. Lynn Akey, Dr. Kim Long, and Dr. Sarah Vordtriede-Patton</p> <p>All Faculty invited</p> <ul style="list-style-type: none"> *Dr. Marco Fatuzzo, Chair, Faculty Committee (CAS), will moderate
3:00p – 3:45p	Staff Session	<p>HLC Team: Mr. David Cutri (if available), Dr. Jonathan Pickering, and Dr. Matt Smith</p> <p>All Staff invited</p> <ul style="list-style-type: none"> *Dr. Molly Dugan, Director of Student Integrity (SA); Chair, Staff Advisory Committee, will moderate

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5:00p – 5:50p	Student Session	HLC Team: Dr. Lynn Akey and Dr. Sarah Vordtriede-Patton. Xavier University: <ul style="list-style-type: none">• *Dr. Shannon Byrne (will leave once meeting begins)
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5:00p-5:50p	Strategic Planning	<p>HLC Team: Dr. Kim Long, Dr. Jonathan Pickering, and Dr. Matt Smith</p> <p>Xavier University:</p> <ul style="list-style-type: none">• *Dr. Debra Mooney, VP, Mission & Identity• Dr. Melissa J. Baumann, Provost and Chief Academic Officer• Mr. Jeff Coleman, VP, Risk Management• Dr. Gail Latta, Chair, Academic Planning Committee (CPS)• Mr. Gary Massa, VP, University Relations• Ms. Emily Shipley, Director, Office of Institutional Research• Dr. Janice Walker, VP, Institutional Diversity & Inclusion <p>Members of the 2017 Integrated Plan Development Committee:</p> <ul style="list-style-type: none">• Dr. Thilini Ariyachandra (WCB)• Dr. Mack Mariani (CAS)• Dr. David Mengel, Dean, CAS <p>UPRC representatives</p> <ul style="list-style-type: none">• Ms. Terri Enslein, member of UPRC (CN)• Mr. Robert Sheeran, VP of Facilities, UPRC Subcommittee on Space
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6:00p—6:15p	HLC Team debrief	All HLC Team Members <ul style="list-style-type: none"> • *Dr. Rachel Chrastil (will leave once meeting begins)
6:15p—6:30p	President and Accreditation Liaison Officer	HLC Team: Dr. Matt Smith Xavier University: <ul style="list-style-type: none"> • Fr. Michael Graham, SJ, President • *Dr. Rachel Chrastil
7:30p—8:30p	HLC Team debrief	All HLC Team Members <ul style="list-style-type: none"> • *Dr. Rachel Chrastil (will leave once meeting begins)
<i>Time</i>	<i>Session</i>	<i>Attendees</i>
8:30a—9:00a	HLC Team Preparatory Meeting	All HLC Team Members Xavier University: <ul style="list-style-type: none"> • *Dr. Rachel Chrastil (will leave once meeting begins)

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9:00a—9:55a	Criterion 1 Session	<p>HLC Team Members: Mr. David Cutri and Dr. Matt Smith</p> <p>Xavier University:</p> <ul style="list-style-type: none">• *Dr. Debra Mooney, VP for Mission & Identity• *Mr. Joseph Shadle, Director, Center for Mission & Identity, Criterion 1 Co-Chair• Dr. Daniel Otero, Criterion 1 Co-Chair (may be in class) (CAS)• Ms. Liz Blume, Director, Community Building Institute• Ms. Joya Dillard, Success Specialist & NPHC Advisor, Center for Diversity and Inclusion• Ms. Tracey DuEst, Associate Director of Institutional Diversity and Inclusion• Dr. Tom Hayes, Dean, WCB• Rev. Abby King-Kaiser, Director, Center for Faith and Justice• Ms. Maria Merrill, Assistant Director, Center for Diversity and Inclusion• Mr. Doug Ruschman, Associate VP, Marketing and Communications• Fr. Ed Schmidt, SJ, Jesuit Scholar, Center for Mission & Identity• Dr. Linda Schoenstedt (CPS)• Dr. Stephen Yandell (CAS)
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9:00a—9:55a	Assessment Committee(s)	<p>HLC Team Members: Dr. Lynn Akey, Dr. Dr. Kim Long, Sarah Vordtriede-Patton, and Dr. Jonathan Pickering</p> <p>Xavier University: Members, Area Assessment Group (AAG)</p> <ul style="list-style-type: none"> • *Dr. Teresa Young, Faculty Director, Assessment • *Dr. Shannon Byrne, Associate Director, Assessment, CAS • Dr. Rachel Chrastil, Director of Accreditation • Dr. Dennis Long, Associate Dean, CPS • Ms. Carol Maegly, Associate VP—Provost • Dr. Michele Matherly, Associate Dean, WCB • Dr. Debra VanKuiken, Director, CN • Mr. Sean Rhiney, Director, Eigel Center for Community-Engaged Learning • Ms. Emily Shipley, Director, Office of Institutional Research • Mr. James Green, Head of User Experience & Assessment, University Library • Ms. Stephanie Daniels, Director, Student Learning Support, EMSS • Dr. Leah Busam Klenowski, Senior Director for Student Affairs (SA) • Dr. Richard Polt, Associate Dean, CAS • Dr. Christian Mastilak (WCB) • Ms. Carlene Galanopulo (CN) • Ms. Julie Kugler-Ackley, Co-Chair, Core Curriculum Assessment Committee (CPS) • Dr. Adekunle Okunoye, Co-Chair, Core Curriculum Assessment Committee (WCB) <p>Additional invitees:</p> <ul style="list-style-type: none"> • Mr. Ken Gibson, Directory, University Library • Dr. Brenda Levya-Gardner, Dean, Graduate School (CPS) • Dr. Annie Ray, Core Curriculum Committee Co-Chair (CAS) • Dr. Heidrun Schmitzer, former Co-Chair, Core Curriculum Assessment Committee (CAS)
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10:00a—11:00a	Student Support and Retention	<p>HLC Team Members: Dr. Lynn Akey and Dr. Kim Long</p> <ul style="list-style-type: none">• Dr. David Johnson, Associate Provost, Chief Student Affairs Officer*• Ms. Kelly Pokrywka, Associate VP, EMSS*• Ms. Jamie Baxter, Director, Counseling Services (SA)• Mr. Roger Bosse, Assistant Dean, Office of the Graduate School• Dr. Leah Busam Klenowski, Senior Director, Student Involvement (SA)• Ms. Stephanie Daniels, Director, Student Learning Support (EMSS)• Ms. Jen Droege, Assistant Dean, CAS• Dr. Molly Dugan, Director, Student Integrity (SA)• Mr. Ken Gibson, Director, University Library• Ms. Jean Griffin, Dean of Students (SA)• Ms. Cassandra Jones, Director, Disability Services• Ms. Lea Minniti, Executive Director, Student Support Services (EMSS)• Mr. Adam Scheuer, Manager, Enrollment Intelligence (EMSS)• Ms. Emily Shipley, Director, Office of Institutional Research• Dr. Janice Walker, VP, Institutional Diversity and Inclusion• Ms. Angela Wyss, Sr. Director of Student-Athlete Support Services
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10:00a—11:00a	<p>Budget and Planning Connection</p>	<p>HLC Team Members: Mr. David Cutri, Dr. Jonathan Pickering, and Dr. Matt Smith</p> <p>Xavier University: University Planning and Resource Council</p> <p>Co-chairs:</p> <ul style="list-style-type: none"> • *Dr. Melissa Baumann, Provost and Chief Academic Officer • *Mr. Phil Chick, VP, Financial Administration and Chief Business Officer <p>Two members of the President’s Cabinet:</p> <ul style="list-style-type: none"> • Mr. Aaron Meis, VP, Enrollment Management and Student Success • Mr. Greg Christopher, VP, Administration and Director of Athletics <p>Faculty:</p> <ul style="list-style-type: none"> • Dr. Adam Clark (CAS) • Dr. Doug Olberding (CPS) • Dr. Tim Kruse (WCB) • Ms. Terri Enslein (CN) <p>Staff:</p> <ul style="list-style-type: none"> • Ms. Sarah Brinker-Good SAC (EMSS) • Ms. Alison Morgan SAC (Library) <p>Staff to the Committee:</p> <ul style="list-style-type: none"> • Associate VP—Provost, Ms. Carol J. Maegly • Associate Vice President, Financial Planning and Budget, Ms. Shawn Schuler • Budget Analyst, Financial Planning and Budgets, Ms. Melody He
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11:00a—11:30a	HLC Team Debrief	<p>All HLC Team Members</p> <ul style="list-style-type: none"> • *Dr. Debra Mooney (will leave once meeting begins)
11:30a—11:45a	Exit Session	<p>All HLC Team Members</p> <p>Xavier University:</p> <ul style="list-style-type: none"> • Fr. Michael Graham, SJ, President • *Dr. Rachel Chrastil, Accreditation Liaison Officer • President’s Direct Reports (same as Monday at 9:15) • HLC Steering Committee (same as Monday at 9:30)
7:00p—8:00p	HLC Team debrief	<p>All HLC Team Members</p> <ul style="list-style-type: none"> • *Dr. Shannon Byrne (will leave once meeting begins)

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Wednesday, April 14, 2021		
<i>Time</i>	<i>Session</i>	<i>Attendees</i>
8:30a—10:00a	HLC Team Wrap-up	All HLC Team Members *Dr. Rachel Chrastil (will leave once meeting begins)