

Evaluation of Institutional Effectiveness (EIE) Visit Schedule

Start	End	Team member 1 (Chair)	Team member 2 (Standard 1)	Team member 3 (Standard 1)			Team Member 4 (Standard 2)	Team Member 5 (Standard 2)	NWCCU Liaison
Coeur d'Alene Visit 10/17/2025									
10/17/2025									
9:30a	10:00a	Staff/Administration:  Attendees: (Fred Chilson, Provost & VP for Academic Affairs; Royal Toy, Interim Associate Dean for Professional & Graduate Studies; Martin Gibbs, Dean for Liberal Arts & Sciences; Soo Lee Bruce-Smith, Assistant Dean of Enrollment Services; Rocky Owens, Director, Region 1 Strategic Initiatives)							
10:00a	10:30	Faculty: Attendees: (Ben Morton, Communications; Dr. Rachel Kaitz, Business; Bill Davenport, Accounting; Jamie Newell, Education)							
10:30a	11:00a	Students: Attendees: (to be determined)							
10/19/2025	LEWISTON - Day before visit								
4:00p	6:00p	Meeting: Pre-visit meeting Location: Hotel conference room (to be reserved by NWCCU)							
Lewiston Visit 10/20/2025-10/22/2025									
10/20/2025	Day 1								
8:00a	8:15a	Peer evaluation team set up in team room Location: Team room / Library Conference Room							
8:15a	9:00a	Meeting: Welcome meeting (typically includes breakfast)  Attendees: CEO and other institutional invitees (Cynthia Pemberton, President; Fred Chilson, Provost & VP for Academic Affairs; Andy Hanson, Sr. VP for Student Affairs; Grace Anderson, VP for Institutional Research & Effectiveness; Chris Jones, VP for Finance & Administration; Krista Harwick, Dean for Professional Studies; Royal Toy, Interim Associate Dean for Professional & Graduate Studies; Martin Gibbs, Dean for Liberal Arts & Sciences; Jeff Ober, Dean for Career & Technical Education; Charles Bell, Faculty Senate Chair; April Niemela, Faculty Senate Chair-Elect)  Location: ADM 206							

9:15a	10:00a	<b>Meeting:</b> Mission fulfillment/strategic planning, executive level (1A, 1B) <b>Attendees:</b> CEO, members of leadership team, relevant committee(s) ( <a href="#">Cynthia Pemberton, President</a> ; <a href="#">Fred Chilson, Provost &amp; VP for Academic Affairs</a> ; <a href="#">Andy Hanson, Sr. VP for Student Affairs</a> ; <a href="#">Grace Anderson, VP for Institutional Research &amp; Effectiveness</a> ) <b>Location:</b> <b>ADM 206</b>				<b>Meeting:</b>  <b>Attendees:</b> <b>Location:</b>
10:15a	11:00a	<b>Meeting:</b> Strategic/institutional planning, operational level (1B) <b>Attendees:</b> Deans and directors responsible for development and assessment of plans connected to strategic plan ( <a href="#">Grace Anderson, VP for Institutional Research &amp; Effectiveness</a> ; <a href="#">Krista Harwick, Dean for Professional Studies</a> ; <a href="#">Royal Toy, Interim Dean for Professional &amp; Graduate Studies</a> ; <a href="#">Martin Gibbs, Dean for Liberal Arts &amp; Sciences</a> ; <a href="#">Jeff Ober, Dean for Career &amp; Technical Education</a> ) <b>Location:</b> <b>SUB 225</b>				<b>Meeting:</b>  <b>Attendees:</b> <b>Location:</b>
11:15a	12:00p	<b>Meeting:</b> Board of Trustees  <b>Attendees:</b> Board member representatives ( <a href="#">SBOE, Cindy Siddoway</a> ) <b>Location:</b> <b>Zoom</b>	<b>Meeting:</b> Assessment of institutional effectiveness, student  <b>Attendees:</b> Institutional effectiveness leadership, institutional research ( <a href="#">Grace Anderson, VP Institutional Research &amp; Effectiveness</a> ; <a href="#">Martin Gibbs, Dean for Liberal Arts &amp; Sciences</a> ) <b>Location:</b> <b>SUB 225</b>			<b>Meeting:</b>  <b>Attendees:</b> <b>Location:</b>
12:00p	12:50p	<b>Lunch</b> <b>SUB Marketplace</b>				
1:00p	1:50p	<b>Meeting:</b> General education and institutional learning outcome assessment (1C)  <b>Attendees:</b> Assessment leadership / committee(s) ( <a href="#">Martin Gibbs, Dean for Liberal Arts &amp; Sciences</a> ; <a href="#">Amanda VanLanen, Chair for Humanities</a> ; <a href="#">Chris Riggs, Chair for Social Sciences</a> ; <a href="#">Rachel Jameton, Chair for Physical, Life, Movement &amp; Sport Sciences</a> )  <b>Location:</b> <b>SUB 225</b>		1:00p	1:20p	<b>Meeting:</b> Human resources <b>Attendees:</b> HR director, others as appropriate for employee evaluations <b>Location:</b> <b>ADM 102</b> ( <a href="#">Lindsey Hight, HR Associate Director</a> )
				1:20p	1:40p	<b>Meeting:</b> Library resources <b>Attendees:</b> Library director/dean, librarians ( <a href="#">Jennifer Hankins, Librarian</a> ( <a href="#">liaison for LC State Corrections Education Program, Reference, Instruction</a> ); <a href="#">Jennifer Cromer, Librarian</a> ( <a href="#">Systems Librarian, Reference, Instruction, liaison to Social Work, English/History, Education, &amp; Criminal Justice</a> ); <a href="#">Haley Bassett Librarian</a> ( <a href="#">Circulation Services, Reference, Instruction, liaison to Humanities/Art.</a> <a href="#">Johanna Bjork, Library Director</a> ( <a href="#">Library Leadership, Reference, and Liaison to Nursing/MSN Program, and Career and Technical Education.</a> ) <b>Location:</b> <b>Library, Second floor</b>
				1:40p	2:00p	<b>Meeting:</b> Facilities <b>Attendees:</b> Facilities director/staff <b>Location:</b> <b>RCH 112</b> ( <a href="#">Andy Hanson, VP Student Affairs</a> ; <a href="#">Chris Jones, VP Finance &amp; Administration</a> ; <a href="#">Redgy Erb, Facilities Director</a> )
2:00p	2:50p	<b>Meeting:</b> Faculty forum <b>Attendees:</b> Faculty only ( <a href="#">All LC State faculty are invited to attend</a> ) <b>Location:</b> <b>SAC 115</b>				
3:00p	3:50p	<b>Meeting:</b> Student learning assessment (1C) <b>Attendees:</b> Representative selection of faculty who participate in assessment of programmatic or institutional learning outcomes  <b>Location:</b> <b>RCH 202</b> ( <a href="#">Martin Gibbs, Dean for Liberal Arts &amp; Sciences</a> ; <a href="#">Julie Bezzerides, Humanities</a> ; <a href="#">Travis Myklebust, Career &amp; Technical Education</a> ; <a href="#">Kylee Britzman, Social Sciences</a> ; <a href="#">LaChelle Rosenbaum, Social Work</a> ; <a href="#">John Morrison, Physical, Life, Movement &amp; Sport Science</a> ; <a href="#">Michelle Pearson-Smith, Nursing &amp; Health Sciences</a> ; <a href="#">Jenny Scott, Business &amp; Computer Science</a> ; <a href="#">Jennifer Alexander, Teacher Education &amp; Mathematics</a> )			<b>Meeting:</b>  <b>Attendees:</b>   <b>Location:</b>	<b>Meeting:</b>  <b>Attendees:</b>   <b>Location:</b>
4:00p	4:50p	<b>Meeting:</b> Team time <b>Location:</b> <b>Team room / Library Conference Room</b>				

Start	End	Team member 1 (Chair)	Team member 2 (Standard 1)	Team member 3 (Standard 1)			Team Member 4 (Standard 2)	Team Member 5 (Standard 2)	NWCCU Liaison	
10/21/2025		Day 2								
8:00a	8:50a	<b>Meeting:</b> ALO meeting <b>Attendees:</b> ALO (Fred Chilson, Provost & VP for Academic Affairs) <b>Location:</b> ADM 209							<b>Meeting:</b>	
9:00a	9:50a	<b>Meeting:</b> CEO meeting <b>Attendees:</b> CEO (Cynthia Pemberton, President) <b>Location:</b> ADM 207	<b>Meeting:</b> Faculty Senate leadership <b>Attendees:</b> Faculty Senate or similar body leadership (regarding governance) <b>Location:</b> ADM 200 (Charles Bell, Faculty Senate Chair; April Niemela, Faculty Senate Chair-Elect)			<b>Attendees:</b>				
						<b>Location:</b>				
10:00a	10:50a	<b>Meeting:</b> Student forum <b>Attendees:</b> Students only (All LC State students are invited to attend) <b>Location:</b> SAC 115								
11:00a	11:50a	<b>Meeting:</b> Staff forum <b>Attendees:</b> Employees (should not include individuals in high-level supervisory roles) (All LC State staff who are not in high-level supervisory roles are invited to attend) <b>Location:</b> SAC 112								
12:00p	12:50p	Lunch SUB Marketplace								
1:00p	1:50p	<b>Meeting:</b> Academic Leadership team  <b>Attendees:</b> Academic affairs leadership team  (Fred Chilson, Provost / VP for Academic Affairs; Vicki Cooper, Administrative Coordinator for Academic Affairs; Krista Harwick, Dean for Professional Studies; Royal Toy, Associate Dean for Professional & Graduate Studies; Martin Gibbs, Dean for Liberal Arts & Sciences; Jeff Ober, Dean of Career & Technical Education; Johanna Bjork, Library Director; Dovie Willey, Director of Adult & Corrections Education; Charles Bell, Faculty Senate Chair)  <b>Location:</b> ADM 206			1:00p	1:50p	<b>Meeting:</b> Student support, advising, financial aid (1B, 1D)  <b>Attendees:</b> Directors/advisors  <b>Location:</b> RCH 202 (Debra Lybyer, Sr. Director of Academic Advising; Laura Hughes, Assistant Dean of Student Financial Services; Kim Tuschhoff, Interim Registrar; Tim Cole, Student Success Coordinator; Bob Sobotta, Native American & Vetran Student Services; Kimberly Wolf, Associate Director of Advising; Muna Cook, Coordinator/Advising; Maria Jimenez, Advisor; Michelle McClure, Advisor; Annie Pedrina, Advisor)		<b>Meeting:</b>  <b>Attendees:</b>   <b>Location:</b>	
2:00p	2:50p	<b>Meeting:</b> Student affairs leadership  <b>Attendee:</b> Student affairs leadership team  (Andy Hanson, Sr. VP for Student Affairs; Soo Lee Bruce-Smith, Assistant Dean of Enrollment Services; Debra Lybyer, Sr. Director, Academic Advising; Laura Hughes, Assistant Dean of Student Financial Services; Bob Sobotta, Native American & Vetran Student Services and Outreach; Deborah Kolstad, Director of Residence Life; Rebecca Snodgrass, Coordinator of International Programs; Doug Steele, Director of Student Counseling Center & Health Services; Tate Smith, Director of Student Union Building/Center for Student Leadership; Makenzie Hollingsworth, Director of Student Employment & Career Readiness Center; Tim Cole, Student Success Coordinator; Jim Piscitello, General Manager Sodexo Dining Services; Veronica Hopwood, College Assistance Migrant Program; Kristin Myers, Student Involvement Coordinator; Redgy Erb, Facilities Director; Dustin Guenthner, Director of Public Safety, Title IX Coordinator)  <b>Location:</b> RCH 202				2:00p	2:50p	<b>Meeting:</b> Student Leadership  <b>Attendees:</b> Representatives from Student Leadership  <b>Location:</b> SPH 109 (Rayne Martinez – ASLCSC President Lizette Ohlund – ASLCSC Vice President, Pathfinder Business Manager, and Peer Mentor Gunnar Miller – ASLCSC Media Relations Senator and Peer Mentor Marcus de Vera – ASLCSC Senator and Peer Mentor Isac Ortega – ASLCSC Senator Estefanny Alvarado – ASLCSC Senator Karson Perry – ASLCSC Senator Isaiah Molsee – ASLCSC Senator Baeli Kinsley – WEB Co-Chair)		<b>Meeting:</b>  <b>Attendees:</b>  <b>Location:</b>

