

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) Location: DeArmond Bldg 207							
10:00a	10:30	Faculty: Attendees: (Dr. Rachel Kaitz, Business; Bill Davenport, Accounting; Jamie Newell, Education; Marte White, Social Work; Kelly FitzSimmons, Social Work) Location: DeArmond Bldg 207							
10:30a	11:00a	Students: Attendees: (Teri White, Social Work; Gregory Fritsch, Social Work; Amanda Harris, Education; Elizabeth (Ellie) Cave, Business & Communication; David Hoekendorf, Business Administration: Healthcare Mgt.) Location: DeArmond Bldg 207							
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							
		Meeting: Breakfast Welcome meeting							

8:15a	9:00a	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, Interim Dean for Professional Studies/Nursing & Health Sciences ; Royal Toy, Interim Dean for Graduate Studies/Interim Associate Dean for Professional 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	Meeting: Mission fulfillment/strategic planning, executive level (1A, 1B) Attendees: CEO, members of leadership team, relevant committee(s) (Cynthia Pemberton, President ; Fred Chilson, Provost & VP for Academic Affairs ; Andy Hanson, Sr. VP for Student Affairs ; Grace Anderson, VP for Institutional Research & Effectiveness) Location: ADM 206			Meeting: Attendees: Location:
10:15a	11:00a	Meeting: Strategic/institutional planning, operational level (1B) Attendees: Deans and directors responsible for development and assessment of plans connected to strategic plan (Grace Anderson, VP for Institutional Research & Effectiveness ; Krista Harwick, Interim Dean for Professional Studies/Nursing & Health Sciences ; Royal Toy, Interim Dean for Graduate Studies/Interim Associate Dean for Professional Studies ; Martin Gibbs, Dean for Liberal Arts & Sciences ; Jeff Ober, Dean for Career & Technical Education) Location: SUB 225			Meeting: Attendees: Location:
11:15a	12:00p	Meeting: Board of Trustees Attendees: Board member representatives (SBOE, Cindy Siddoway) Location: Zoom	Meeting: Assessment of institutional effectiveness, student achievement data (1B, 1D) Attendees: Institutional effectiveness leadership, institutional research (Grace Anderson, VP Institutional Research & Effectiveness ; Martin Gibbs, Dean for Liberal Arts & Sciences) Location: SUB 225		Meeting: Attendees: Location:
12:00p	12:50p	Lunch SUB Marketplace			
1:00p	1:50p	Meeting: General education and institutional learning outcome assessment (1C) Attendees: Assessment leadership / committee(s) (Martin Gibbs, Dean for Liberal Arts & Sciences ; Amanda VanLanen, Chair for Humanities ; Chris Riggs, Chair for Social Sciences ; Rachel Jameton, Chair for Physical, Life, Movement & Sport Sciences) Location: SUB 225	1:00p	1:20p	Meeting: Human resources Attendees: HR director, others as appropriate for employee evaluations Location: ADM 102 (Lindsey Hight, HR Associate Director)
			1:20p	1:40p	Meeting: Library resources Attendees: Library director/dean, librarians (Jennifer Hankins, Librarian (liaison for LC State Corrections Education Program, Reference, Instruction); Jennifer Cromer, Librarian (Systems Librarian, Reference, Instruction, liaison to Social Work, English/History, Education, & Criminal Justice); Haley Bassett Librarian (Circulation Services, Reference, Instruction, liaison to Humanities/Art. Johanna Bjork, Library Director (Library Leadership, Reference, and Liaison to Nursing/MSN Program, and Career and Technical Education.) Location: Library, Second floor
			1:40p	2:00p	Meeting: Facilities Attendees: Facilities director/staff Location: RCH 112 (Andy Hanson, VP Student Affairs ; Chris Jones, VP Finance & Administration ; Redgy Erb, Facilities Director)
2:00p	2:50p	Meeting: Faculty forum Attendees: Faculty only (All LC State faculty are invited to attend) Location: SAC 115			
		Meeting: Student learning assessment (1C) Attendees: Representative selection of faculty who participate in assessment of programmatic or institutional learning outcomes		Meeting: Attendees:	Meeting: Attendees:

3:00p	3:50p	Location: RCH 202 (Martin Gibbs, Dean for Liberal Arts & Sciennces; Julie Bezzerides, Humanities; Travis Myklebust, Career & Technical Education; Kylee Britzman, Social Sciences; LaChelle Rosenbaum, Social Work; John Morrison, Physical, Life, Movement & Sport Science; Michelle Pearson-Smith, Nursing & Helath Sciences; Jenny Scott, Business & Computer Science; Jennifer Alexander, Teacher Education & Mathematics)		Location:	Location:
4:00p	4:50p	Meeting: Team time Location: Team room / Library Conference Room			

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	Meeting: ALO meeting Attendees: ALO (Fred Chilson, Provost & VP for Academic Affairs) Location: ADM 209							Meeting: Attendees: Location:
9:00a	9:50a	Meeting: CEO meeting Attendees: CEO (Cynthia Pemberton, President) Location: ADM 207	Meeting: Faculty Senate leadership Attendees: Faculty Senate or similar body leadership (regarding governance) Location: ADM 200 (Charles Bell, Faculty Senate Chair; April Niemela, Faculty Senate Chair-Elect)			Meeting: Attendees: Location:			
10:00a	10:50a	Meeting: Student forum Attendees: Students only (All LC State students are invited to attend) Location: SAC 115							
11:00a	11:50a	Meeting: Staff forum Attendees: 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) Location: SAC 112							
12:00p	12:50p	Lunch SUB Marketplace							
1:00p	1:50p	Meeting: Academic Leadership team Attendees: Academic affairs leadership team (Fred Chilson, Provost / VP for Academic Affairs; Vicki Cooper, Administrative Coordinator for Academic Affairs; Krista Harwick, Interim Dean for Professional Studies/Nursing & Health Sciences; Royal Toy, Interim Dean for Graduate Studies/Interim Associate Dean for Professional Studies; Martin Gibbs, Dean for Liberal Arts & Sciences; Michelle Nelson, Assistant Dean of Career & Technical Education; Johanna Bjork, Library Director; Dovie Willey, Director of Adult & Corrections Education; Charles Bell, Faculty Senate Chair) Location: ADM 206			1:00p	1:50p	Meeting: Student support, advising, financial aid (1B, 1D) Attendees: Directors/advisors Location: 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)		Meeting: Attendees: Location:
		Meeting: Student affairs leadership Attendee: Student affairs leadership team					Meeting: Student Leadership Attendees: Representatives from Student Leadership		Meeting: Attendees:

