

Zoology (BSc, MSc)
Department of Zoology
Faculty of Science
Academic Program Review Site Visit
January 1-2, 2020



Site Visit Team

Professor John Smith, University of Calgary, Alberta
 Professor Jane Doe, McMaster University, Ontario
 Professor Joe Shmoe, Department of Fine Art, University of Waterloo

Wednesday, January 1

7:45 – 8:00 a.m.	Transportation from hotel to UW	Waterloo Taxi Confirmation # 1234567
8:00 – 9:00 a.m.	Breakfast Meeting with Site Visit Team David DeVidi, Associate Vice-President, Academic; Jeff Casello, Associate Vice-President, Graduate Studies and Postdoctoral Affairs; Dean, Faculty of Science and Chair, Department of Zoology	NH 456
9:00 – 9:30 a.m.	Meeting with Chair, Department of Zoology	ABC 123
9:30 – 10:15 a.m.	Meeting with Associate Chairs, Department of Zoology	ABC 123
10:15 – 10:45 a.m.	Meeting with Admin Manager, Department of Zoology	ABC 123
10:45 – 11:00 a.m.	Break	
11:00 – 12:00 p.m.	Meeting with Faculty: - Person 1 - Person 2 - Person 3	ABC 123
12:00 – 1:30 p.m.	Lunch with Undergraduate Students	ABC 123
1:30 – 2:45 p.m.	Meeting with Faculty: - Person 1 - Person 2 - Person 3 - Person 4	ABC 123
2:45 – 3:15 p.m.	Meeting with Co-op Faculty Liaison	ABC 123
3:15 – 3:30 p.m.	Break	
3:30 – 4:30 p.m.	Meeting with Staff: - Person 1 - Person 2 - Person 3	ABC 123
4:30 p.m.	Transportation from UW to hotel	Person XXX

Zoology (BSc, MSc)
Department of Zoology
Faculty of Science
Academic Program Review Site Visit
January 1-2, 2020



Site Visit Team

Professor John Smith, University of Calgary, Alberta
 Professor Jane Doe, McMaster University, Ontario
 Professor Joe Shmoe, Department of Fine Art, University of Waterloo

Thursday, January 2

8:30 – 9:00 a.m.	Transportation from hotel to UW	Person YYY
9:00 – 9:30 a.m.	Meeting with Dean	DEF 456
9:30 – 10:15 a.m.	Meeting with Associate Dean, Undergraduate, and Associate Dean, Graduate	DEF 456
10:15 – 10:30 a.m.	Break and walk to ABC	
10:30 – 12:00 p.m.	Meeting with Staff: - Person 1 - Person 2 - Person 3 - Person 4 - Person 5	ABC 123
12:00 – 1:30 p.m.	Lunch with Graduate Students	ABC 123
1:30 – 2:00 p.m.	Meeting with Student Leadership Representatives - Person 1 - Person 2	ABC 123
2:00 – 2:30 p.m.	Meeting with Liaison Librarian	ABC 123
2:30 – 2:45 p.m.	Break and walk to NH	
2:45 – 3:15 p.m.	Meeting with Provost	NH 123
3:15 – 4:00 p.m.	Site Visit Team review time	NH 456
4:00 – 4:30 p.m.	Exit Meeting with David DeVidi, Associate Vice-President, Academic; and/or Jeff Casello, Associate Vice-President, Graduate Studies and Postdoctoral Affairs, and Amanda McKenzie, Director of Quality Assurance (Academic Programs)	NH 456
4:30 p.m.	Transportation from UW to hotel/airport	Waterloo Taxi Confirmation # 2345678 Airways Transat Confirmation # 123456