

**Action Planning Interviews
September 4-5, 2013
DO-North, Room 305**

Day 1, September 4, Wednesday

- 8:15 – 8:30 am Project Lead & Executive Sponsors
- 8:30 – 9:30 am IT staff
- 9:30 – 10:15 am Scheduling/Office of Instruction
- 10:15 – 10:30 am Break
- 10:30 – 11:00 am Faculty Contracting
- 11:00 – 12:00 pm Financial Aid Office
- 12:00 – 1:00 pm Lunch with Student Leadership
- 1:00 – 2:30 pm Admissions and Records Office
- 2:30 – 2:45 pm Break
- 2:45 – 3:45 pm Counseling/Advising
- 3:45 – 4:45 pm Financial Services/Payroll
- 4:45 – 5:30 pm Academic Deans and Key Faculty

Day 2, September 5, Thursday

- 8:30 – 9:30 am Human Resources
- 9:30 – 10:30 am Finance Office (GL and Purchasing)
- 10:30 – 10:45 am Break
- 10:45 – 11:30 am Continuing Education/Workforce Development
- 11:30 – 12:30 pm Student Life/Retention Svcs/Degree Completions
- 12:30 – 1:30 pm Lunch
- 1:30 – 2:30 pm Institutional Research/Planning
- 2:30 – 3:30 pm Foundation and Grants
- 3:30 – 4:00 pm Business Advisor Prep for Executive Meeting
- 4:00 – 5:00 pm Executive Summary Meeting