

## Site visit Agenda for MU AUN-QA

(Day 1 Site Visit: DD/M/YYYY)

Date/ Time	Activities	Room
08.00 – 08.40	Meeting of Assessors Team	
08.45 – 09.00	Opening Session - Welcome Remarks by Dean - Opening Remarks by Vice President for QA or Lead Assessor	
09.05 – 09.20	Briefing by Dean	
09.25 – 10.00	Meeting with Head of Department, Programme Chair and Key Programme Committee and Members (Coffee Break included)	
10.05 – 10.40	Meeting with Academic Staff	
10.45 – 11.20	Meeting with Alumni	
11.25 – 12.00	Meeting with Employers	
12.00 – 12.45	Lunch	
12.45 - 13.00	Meeting of Assessors Team	

13.00 – 13.40	Meeting with Students	
13.45 – 14.20	Meeting with Support Staff	
14.25 – 15.30	Site Visit to Faculty - Laboratories, Lecture Facilities, Libraries, IT Services' Facilities and Academic Services.	
15.30 – 15.45	Coffee Break	
15.45 - 16.30	Meeting of Assessors Team	

(Day 2 Exit: DD/M/YYYY)

Date/ Time	Activities	Room
08.00 – 09.00	Meeting of Assessors Team	
09.00 – 11.00	Presentation of Preliminary Assessment Findings	
11.00 – 12.00	Closing Session/ Lunch	