

**Visit by the Review Team**  
**National Authority for Quality Assurance and Accreditation in Education**  
**(NAQAAE)**

**November 7 – 10, 2010**

As the Project Manager of the AUC Accreditation Initiative, Dr. Ali Hadi is invited to observe all meetings whenever feasible

**Sunday, November 7<sup>th</sup>:**

- 08.45                   Arrival of Members of the Accreditation Team at Gate 1  
The Team will be met by President David Arnold, Provost/President-Elect Lisa Anderson, and Dr. Ali Hadi
- 09.00 – 09.25           Entry meeting with **President Arnold and Provost Anderson**  
Venue:               Office of the President, Administration Building
- 09.30 – 10.00           Meeting with **University Counselor**, Dr. Amr Ezzat Salama  
Venue:               Office of the Counselor, Administration Building
- 10.00 – 11.15           Ms. Ranya Boraie, Director of University Events, will meet the Team at the Counselor's Office to start the **Campus Tour**  
The tour includes: AUC Bookstore, Athletic Facilities, Student Housing and AUC Medical Facilities  
A Golf is available behind the Administration Building
- 11.15                    Ms. Boraie will escort the Team to Bacon-Crary Room
- 11.30 – 12.15           Dr. Ali Hadi presents all required/provided documents  
Venue:               Administration Building, Bacon-Crary Room
- Following the meeting, Dr. Ali Hadi will escort the Team to the Office of Institutional Research

**Two Concurrent Meetings**

- 12.30 – 12.55           Visit the **Office of Institutional Research (IR)**  
List of attendees will be provided
- Team Members:       Dr. Thabet Edrees  
                                  Dr. Fahmy Tolba
- Venue:                 IR Office, Administration Building, First Floor, Room 1031,

Sunday, November 7 (Cont.)

Following the meeting, Dr. Zaid Ansari will arrange to have the Team escorted as follows:

Dr. Thabet Edrees: To the Office of Sponsored Programs Administration Building, Garden Level, Room G107

Dr. Fahmy Tolba: To the Center for Learning and Teaching , the office of Dr. Aziza Ellozy, Director, CLT, and Associate Dean of Libraries, Main Library

12.30 – 12.55

Visit to **the Office of Career Advising and Placement Services (CAPS)**  
List of attendees will be provided

Team Members: Dr. Adly Fam  
Dr. Maher Amer  
Dr. Maha Rashwan

Pick up point: Administration Building, Bacon-Crary Room

Escorts: Ms. Maha Guindi, Executive Director of CAPS

Venue: Campus Center, Room 1005, First Floor

Following the meeting, Ms. Maha Guindi will arrange to have the Team escorted as follows:

Dr. Adly Fam and Dr. Maher Amer  
To the Office of Sponsored Programs Administration Building, Garden Level, Room G017

Dr. Maha Rashwan: To the Center for Learning and Teaching, the Office of Dr. Aziza Ellozy, Director, CLT, Main Library

### **Two Concurrent Meetings**

13.00 – 13.30

Visit to the **Center for Learning and Teaching (CLT)**  
List of attendees will be provided

Team Members: Dr. Fahmy Tolba  
Dr. Maha Ashwan

Venue: The Office of Dr. Aziza Ellozy, Director, CLT, Main Library

Following the meeting, Dr. Aziza Ellozy will escort the Team to the Administration Building, First Floor, Bacon-Crary Room

**Sunday, November 7 (Cont.)**

13.00 – 13.30 Visit to **the Office of Sponsored Programs (OSP)**  
List of attendees will be provided

Team Members: Dr. Adly Fam  
Dr. Thabet Edrees  
Dr. Maher Amer

Team is received by: Ms. Dina Adly, Senior Program Officer, OSP

Venue: Administration Building, Garden Level, Room G017,

Following the meeting, Ms. Dina Adly will escort the Team to Bacon-Crary Room

Return to Regular Schedule

13.30 – 14.25 Lunch break  
**Presentation** by Dr. Mohamed Nagib Abou-Zeid  
Venue: Administration Building, Bacon-Crary Room

14.30 – 15.25 Group meeting with **Graduate and Undergraduate Student Representatives**  
List of attendees will be provided  
Venue: Administration Building, Bacon-Crary Room

15.30 – 17.00 **Review of Documents and Team Discussion**  
Venue: Administration Building, Bacon-Crary Room

17.00 Golf carts are available to transfer the Team to AUC guest apartments  
The Team will be escorted by Dr. Ali Hadi and Ms. Rowaida Saad-El-Din,  
Director of the Office of the President

**Garden Level:**

Apt. PA Dr. Adly Fam  
Apt. PB Dr. Thabet Edrees  
Apt. PC Dr. Fahmy Tolba  
Apt. PD Dr. Maher Amer

**First Floor:**

Apt. 1B Dr. Magdy Kassem  
Apt. 1D Dr. Maha Rashwan

19.40 The AUC vehicle is available to transfer the guests to the President’s Residence  
Pick up point: Guest Apartment Building  
Escorts: Dr. Ali Hadi  
Destination: Kattameya District, New Cairo

20.00 – 22.30 Dinner at President Arnold’s Residence  
Guest list will be provided

22.30 The AUC Vehicle is available  
Pick up point: In front of the President’s Residence  
Destination: Sonesta Hotel, Nasr City