

**Name and Phone**

**Position**

**Date, Day 1**

|  |  |  |  |
| --- | --- | --- | --- |
| 8:00am – 8:15am  8:15am – 8:30am  8:30am ‐ 9:15am  9:15am – 9:30am  9:30am – 10:00am  10:00am – 10:15am  10:15am – 10:45am  10:45am – 11:00am  11:00am – 12:00pm | Chair Welcome Location | |  |
| *Break* | |  |
| Search Committee | Location |  |
| *Break* | |  |
| Tour Location | |  |
| *Break will escort* | |  |
| Key Staff Visit Location | |  |
| *Break will escort* | |  |
| Meeting Location | |  |

**Date, Day 2**

|  |  |  |  |
| --- | --- | --- | --- |
| 3:30pm – 4:00pm | Subject matter experts | Location |  |

**Directions:**

**Flight and Hotel Information**:

**Contact Person:**