

**TENTATIVE SCHEDULE FOR ABET EVALUATION OF ENGINEERING PROGRAMS  
AT INSTITUT TEKNOLOGI BANDUNG, INDONESIA**

**November 4-9, 2016**

**ver Nov 1st 2016**

**Friday, November 4, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
08:00:00 AM	LO departs to Husein Sastranegara Airport Bandung		Program LO	Car : Alphard Driver:
09:15:00 AM	SQ 5192, Silkair, 192 Arrival : Bob Chase, Tony Lamanna, Joe Schork, Unni Unnikrishnan	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
11:00:00 AM	EAC Team arrive at Hotel in Bandung	Sheraton Hotel, Bandung	EAC Team, Program LO	Short briefs: Information Kit, hotel's meeting room, etc
12:30:00 PM	LO departs to Husein Sastranegara Airport Bandung		Program LO	Car : Alphard Driver:
01:20:00 PM	Malindo Airways, #302 Arrival : Patsy Brackin, Winston Erevelles, George Luxbacher	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
03:30:00 PM	EAC Team arrive at Hotel in Bandung	Sheraton Hotel, Bandung	EAC Team, Program LO	Short briefs: Information Kit, hotel's meeting room, etc
07:00:00 PM	Dinner	Sheraton Hotel, Bandung	EAC Team	

**Saturday, November 5, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
08:00:00 AM	Breakfast	Sheraton Hotel, Bandung	EAC Team	
08:00:00 AM	LO departs to Husein Sastranegara Airport Bandung		Program LO	Car : Alphard Driver:
09:15:00 AM	Silkair #192 SQ 5192 Arrival : Jim Miller, Debra Reinhart, Kendal Roberts, Sanjiv Sarin	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
09:20:00 AM	Malindo/Qatar Air #OD312 Arrival : Toni Mitchell	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
11:00:00 AM	EAC Team arrive at Hotel in Bandung	Sheraton Hotel, Bandung	EAC Team, Program LO	Short briefs: Information Kit, hotel's meeting room, etc
12:00 AM - 01:00 PM	Lunch	Sheraton Hotel, Bandung	EAC Team	
01:00 PM - 04:30 PM	EAC Team Rest	Sheraton Hotel, Bandung	EAC Team	
04:30 PM - 05:00 PM	Travel to ITB: Winston Evereless, Sanjiv Sarin, Kendal Roberts	Sheraton Hotel, Bandung	EAC Team, Program LO	
05:00 PM - 06:00 PM	PEV Industrial Engineering, Engineering Management & Industrial and Engineering Management meet with Advisory Boards	West Hall, ITB	EAC Team, Program LO	
06:00 PM - 06:30 PM	Rest of EAC Team Travel to ITB	Sheraton Hotel, Bandung	EAC Team, Program LO	
06:30 PM - 08:00 PM	Welcoming Dinner	West Hall, ITB, Welcomed by Rector, QA team, Program (core) team	EAC Team, QA Team, Deans team, Program team (core), Program LO (max 6 people per program)	
08:00 PM - 08:30 PM	EAC Team Travel to Hotel	Sheraton Hotel, Bandung	EAC Team, Program LO	

**Sunday, November 6, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
7:00 AM	Breakfast	Sheraton Hotel, Bandung		
09:30 AM - 10:00 AM	EAC Team Travel to ITB	EAC Team Room-CRCS ITB	EAC Team, Program LO	
10:00 AM - 12:00 AM	EAC Team meeting at Team Room Review work of team and initial assesment	EAC Team Room-CRCS ITB	EAC Team	The meeting room will be equipped with: power chords, international electrical adapters, internet access, computers, printer,
00:05 PM - 01:00 PM	Lunch	EAC Team Room-CRCS ITB	EAC Team	
01:00 PM - 05:00 PM	PEV : Tour Laboratories and facilities at Program	Program Labs	PEV, Program LO	Program LO : Escort EAC Team to Program's Facilities

**TENTATIVE SCHEDULE FOR ABET EVALUATION OF ENGINEERING PROGRAMS  
AT INSTITUT TEKNOLOGI BANDUNG, INDONESIA**

November 4-9, 2016

ver Nov 1st 2016

	PEV : Review course materials at Program	Program meeting room	PEV, Program LO	Program LO : Escort EAC Team to Program's Meeting Room, arrange officer to explain the documents
05:00 PM - 06:30 PM	EAC Team Meeting	EAC Team Room-CRCS ITB	EAC Team	
6:30 PM	EAC Team Travel to Hotel	Sheraton Hotel, Bandung	EAC Team, Program LO	

**Monday, November 7, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
7:00 AM	Breakfast	Hotel		
08:00 AM - 08:30 AM	EAC Team Travel to ITB	Deans Office-Rectors Office	EAC Team, Program LO	
08:30 AM - 10:30 AM	TC: Discussion with the Rectors, and all five vice rectors	Rector's Office, VIP Room	EAC TC, QA Team, Rector Team	
10:30 AM - 11:00 AM	Discussion with the Executive Director of Students Admissions and Management, the Director of Education and the Head of Students Institution	Rector's Office, Conference Room A/B	EAC TC, QA Team, Common Preparatory Level Team	
11:00 AM - 11:45 AM	Discussion with the Head of Common Preparatory Level, and the Religion and Ethics Course Coordinators	Rector's Office, Conference Room A/B	EAC TC, QA Team, Rector Team	
11:45 AM - 12:00 AM	Back to Campus	West Hall ITB		
08:30 AM - 10:00 AM	PEV: Conference with the Deans and all Program Chairs	Faculty / School meeting room	EAC PEV, Dean, Program Team, Program LO,	
10:00 AM - 12:00 AM	PEV: Visit to program, interview faculty members & students	Program meeting room/labs	EAC PEV, Program Team, Program LO	Program LO : Escort EAC Team to places
00:15 PM - 02:00 PM	TC & PEV: Lunch with Deans, Chairs and other invited administrators	West Hall ITB	EAC Team, Dean Team, Program Team, Advisory Board, Alumni, Supporting Units (max 11 people per program)	
02:15 PM - 02:45 PM	TC & PEV : Discussion with Head of Career Center, and the Course & Lab Coordinators of Math, Physics, Chemistry Physics : Tony Lamanna, Civil and Jim Miller, Ocean Geology : George Luxbacher, Mining and Bob Chase, Petroleum Chemistry : Debbie Reinhart, Environmental and Joe Schork, Chemical Engineering Math : Tony Mitchell, Electrical Statistics : Kendal Roberts, Industrial Engineering and Sanjiv Sarin, Industrial Engineering and Management Library : Patsy Brackin and Winston Erevelles Computing / Information Tech : Ted Eschenbach, Engineering Management	West Hall ITB	EAC TC, QA Team, Common Preparatory Level Team	
02:45 PM - 04:30 PM	TC : open time, either to join the discussion of PEVs with the faculties / Advisory Board / Alumni / students, or to visit some common facilities such as Central Computing Lab, Library and Sport Center		EAC TC, QA Team, Common Preparatory Level Team	QA Team: Escort TC to places
02:45 PM - 04:30 PM	PEV: Continue visit to program, interview faculty members & students	Program meeting room/labs/class	EAC PEV, Program LO	Program LO : Escort EAC Team to places
04:30 PM - 5:00 PM	TC meet Deans	Faculty / School meeting room	EAC TC, Dean Team, Program Team, Program LO	Program LO : Escort EAC Team to places
05:00 PM - 06:30 PM	EAC Team Meeting	EAC Team Room-CRCS ITB	EAC Team	
06:30 PM - 07:00 PM	EAC Team Travel to Hotel	Sheraton Hotel, Bandung	EAC Team, Program LO	

**Tuesday, November 8, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
7:00 AM	Breakfast	Hotel		
08:00 AM - 08:30 AM	EAC Team Travel to ITB	EAC Team Room-CRCS ITB	EAC Team, Program LO	
08:30 AM - 09:00 AM	Prepare statement to institution and confer with Dean when necessary	EAC Team Room-CRCS ITB	EAC Team	

**TENTATIVE SCHEDULE FOR ABET EVALUATION OF ENGINEERING PROGRAMS  
AT INSTITUT TEKNOLOGI BANDUNG, INDONESIA**

**November 4-9, 2016**

**ver Nov 1st 2016**

09:00 AM - 11:00 AM	Prepare statement to institution and confer with Dean when necessary	EAC Team Room-CRCS ITB	EAC Team	
11:00 AM - 11:30 AM	TC meets with Deans	Faculty / School meeting room	EAC TC, QA Team, Dean Team	Program LO : Escort EAC Team to places
11:00 AM - 11:30 AM	PEVs meet with Program chairs, separately	Program meeting room, separately	EAC PEV, Program Chair	Program LO : Escort PEV to Program Meeting Room
11:30 AM - 01:30 PM	EAC Team working lunch to finalize statement and checklists	EAC Team Room-CRCS ITB	EAC Team	
01:30 PM - 02:00 PM	EAC Team travel to Rector's office	Rector's Office	EAC Team, Program LO	Program LO : Escort EAC Team to Rector's Office
02:00 PM - 04:00 PM	TC explain the format of Exit Meeting to Provost	VIP Room, Rector's Office	EAC Team, Rector Team, Dean Team, Program Team (max 3 people per program)	
	Exit session in Rector's Office			
04:00 PM - 04:30 PM	EAC Team Travel to Hotel	Sheraton Hotel, Bandung	EAC Team, Program LO	Program LO : Escort EAC Team to Hotel and Arrange Travel

**Wednesday, November 9, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
4:30 AM	LO arrive at Hotel	Sheraton Hotel, Bandung	Program LO	Program LO : Escort EAC Team to Airport and Arrange Travel
5:00 AM	EAC Team Travel to Husein Sastranegara Airport		EAC Team, Program LO	Car : Alphard Driver:
6:30 AM	Garuda Airlines #334 Departure : Joe Schork, Debra Reinhart	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
7:20 AM	Air Asia #365 Departure : Ted Eschenbach	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
11:30 AM	LO arrive at Hotel	Sheraton Hotel, Bandung	Program LO	Program LO : Escort EAC Team to Airport and Arrange Travel
12:00 AM	EAC Team Travel to Husein Sastranegara Airport		EAC Team, Program LO	Car : Alphard Driver:
2:10 AM	Malindo Airways #310 Departure : Patsy Brackin, Winston Erevelles, George Luxbacher, Tony Mitchell	Husein Sastranegara Airport Bandung	EAC Team, Program LO	
3:20 AM	Garuda Indonesian #372 Departure : Kendal Roberts, Sanjiv Sarin	Husein Sastranegara Airport Bandung	EAC Team, Program LO	

**Thursday, November 10, 2016**

TIME	ACTIVITY	PLACE	PIC, NOTE	REMARK
8:00 AM	LO arrive at Hotel	Sheraton Hotel, Bandung	Program LO	Program LO : Escort EAC Team to Airport and Arrange Travel
8:30 AM	EAC Team Travel to Husein Sastranegara Airport		EAC Team, Program LO	Car : Alphard Driver:
10:00 AM	Singapore Airlines #SQ 5191, Silkair #191 Departure : Bob Chase, Tony Lamanna, Jim Miller, Unni Unnikrishnan	Husein Sastranegara Airport Bandung	EAC Team, Program LO	

**Teams**

EAC Team	ABET EAC Team Chair, Vice Team Chair, PEVs, Observers
QA Team	ITB Quality Assurance Officers
Rector Team	Rector, Provost and other ITB administrators
Dean Team	Dean, Vice Dean, other Faculty/School officers
Program Team	Program Chair, Program Accreditation Team