

**EVALUATION OF MANAGEMENT
STUDY PROGRAMMES AT ALMA MATER EUROPAEA
TIMETABLE OF THE SITE VISIT FOR THE TEAM**

	23rd February 2015 (Monday) Working at University office, Visit to <i>Alma Mater Europaea</i>
09.00 – 13.00	Introductory meeting at the Alma Mater Europaea – preparation for the site visit, discussions (<i>Review team alone</i>)
13.00 – 14.00	<i>Lunch</i>
14.00 – 14.30	Presentation about Slovenian Higher education system
14.30 – 15.30	Meeting with senior management and faculty administration staff
15.30 – 17:30	Meeting with staff responsible for preparation of <i>Management (BA)</i> programme self-evaluation report Meeting with staff responsible for preparation of <i>Management (MA)</i> programme self-evaluation report Meeting with staff responsible for preparation of <i>European Business Studies (MA)</i>
17:30 – 17:45	Break
17:45 – 19.30	Review of facilities (teaching spaces, library and other material base).
19.30 - ...	<i>Return to the hotel</i>
	24th February 2015 (Tuesday) Visit to <i>Alma Mater Europaea</i>
09:00 – 10:00	Meeting with teaching staff of <i>European Business Studies (MA)</i> programme -+ UVPS Management - POSTGRAD
10:15-11:00	Meeting with teaching staff of <i>Management (BA)</i> programme -
11.00 – 11.15	<i>Break (Review team alone)</i>
11.15 – 11.45	Meeting with students of <i>Management (BA)</i> programme
11:45– 12.15	Meeting with students of <i>European Business Studies (MA)</i> programme
12:15 – 13:15	Familiarization with students' term and final papers (theses), examination material
13.15 – 14.30	<i>Lunch</i>
15.00 – 15.30	Meeting with graduates <i>European Business Studies</i>
15:30-16:00	Meeting with students of <i>Management (MA)</i> programme
16:00 – 16.30	Meeting with employers
16.30 – 17.30	Private Panel discussion and finalisation of the visit
17.30 – 18.00	Introduction of general remarks of the visit to the Alma Mater Europaea
18.00 - ...	<i>Return to the hotel</i>
	25th February 2015 (Wednesday) Visit to <i>Alma Mater Europaea</i>
9.00 - ...	Drafting and finalizing the Evaluation Reports (<i>Review team alone</i>)