



## Audit Day Agenda

Endorsement Committee

Revision Date: 08 / 22 / 17

1. College escorts audit team to audit workroom and area for interviews.
2. Audit team has a short meeting without college personnel present to discuss emphasis of items from audit tool and previous audit reports if applicable.
3. Lead auditor opens meeting with college.
4. College gives program overview and tour of facilities.
5. College provides a student roster from classes ongoing that day for auditor to select students to interview.
6. Audit team conducts interviews with students, advisory committee members, and any industry partners available that have hired program graduates.
7. Auditors review program material and interview instructors if needed.
8. Lead auditor conducts closing meeting including review of findings.