



SAMPLE OAP AGENDA

Arrival Day

Afternoon	Check into hotel
4:15 - 6:00	Meet in the California Room at the hotel for nametags, welcome, and introductions
6:15	Leave hotel (meet in lobby) for dinner
6:30 - 8:30	Group dinner

Next Day

6:30 - 7:50	Breakfast at hotel/on your own
8:00	Depart hotel to host school campus
8:30	Welcome, announcements, and what to expect
8:45 - 9:45	Discussion Topics - see separate sheet summarizing input from surveys
9:45 - 10:00	Break
10:00 -11:00	Discussion Topics continue
12:00 -1:00	Lunch on campus
1:00 - 2:00	Special Topics (tech tools, communication, programming, etc.)
2:00 - 2:30	Break
2:30 - 4:00	Behind the Scenes in the Admission Office
4:15	Bus back to hotel. Dinner is on your own (small groups will likely gather) Restaurant suggestions will be provided.

Departure Day

- 6:30 - 7:30 Breakfast at hotel/on your own. PLEASE CHECK OUT OF THE HOTEL.
- *If you will leave for the airport from campus, please bring luggage with you in the morning. We will put luggage in a few cars for those leaving from school. All others can check baggage at the hotel and return for airport departure.
- 8:00 Bus departs for host campus for our morning discussions [OR FIELD TRIP]
- 8:30 Settle in, follow up from yesterday, announcements and questions
- 9:00 - 10:00 Guest speaker/presentation
- 10:00 - 10:30 Break
- 10:30 Share take-aways and best practices
- 11:30 Shuttle back to hotel or Lyft/Uber departure from campus

SAFE TRAVELS AND THANK YOU!