## Administrator/Program Director Initial Meeting

- What is working particularly well in terms of program personnel, management, and logistics?
- Have you made any changes to the program that we might not be aware of?
- What evidence have you seen or do you have that learning is taking place?
- What are you pleased with in terms of the design of your program?
  - Is there something we should keep in mind as we visit your program today?
  - Is there something that you would specifically like to get feedback on?
  - Is there something you would do differently if you were able to do this again?
- What process or structures are in place to encourage reflection and collaboration among the instructors of your program?
- For returning programs: What adjustments have you made based on the recommendations from last year’s site visit?

## Instructors for Student/Teacher Programs

- What is working well in the program so far? What is a highlight for you so far?
- What opportunities are there for you to reflect and collaborate with each other?
- How has your participation in this program impacted your professional practice?
- Based on what has happened so far, are there any areas that you would have liked more professional learning or development on before the program began?
- If you had one suggestion that would make the program better in the future, what would it be?

## Student Participants

- What do you like about this program? What is the most interesting thing you have learned so far?
- What are you able to do in [insert language] that you couldn’t do at the start of the program?
- What activities in this program have helped you learn the most?
- If you could change one thing, what would you change to make this a better program next year?
- For residential programs: How do the activities you do after the class day is over connect to what you are learning? How are the evening and weekend activities helping you learn the language?

## Participants in Teacher Programs

- What do you like about this program?
- How do activities in this program have direct application to your classroom setting?
- How have the instructors responded to the different backgrounds and teaching experiences of you and your colleagues?
- What opportunities are there for you to collaborate and network with each other?
- If you could change one thing about this program, what would do differently?
- For those with online or blended components: How did the pre-program online experience prepare you for the face-to-face component? How are you applying your online experiences in the face-to-face part of the program?
- For residential programs: How has the residential part of this program impacted your learning?