

DEPARTMENT CHAIR MEETING AGENDA
September 4, 2012
12:30-1:50, Room L 109

Agenda Topic	Desired Outcome	Facilitator/s	Time in Minutes	Follow up Notes
WELCOME		Richard & Kiran	5	
Comprehensive Program Review	Understand the nuts and bolts to begin the process within departments	Ryan	30-35	
Assessment	Update on CSLOs and PSLOs. Also needed to complete the October Assessment progress report to ACCJC	Christina & Laurie	10-15	
Department Chair Meeting Time	Determine if there is a better time in the week for chair meetings starting in Spring 2013	Richard & Kiran	5-10	
Department Chair Training	Brainstorm training needs for the 2012-13 academic year	Kiran & Richard	10	
Brief announcements	Share information	Richard & Kiran	5	
Next Dept Chair meeting October 2	Suggestions for the agenda	Kiran & Richard	5	