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| **Agenda Topic** | **Desired Outcome** | **Facilitator** | **Time** | **Follow up Notes** |
| WELCOME!Brief announcements: * Inputting Grades
* Grade Changes
* Syllabi Samples
* Meeting Times
* Others
 | Well-informed chairs | Gil & Kiran | 10 min |  |
| * Professional Development
* Foundation
 | Update | Ruth | 15 min |  |
| Electronic Scheduling Feedback; Plan | Plan for next year | Gil & Kiran | 15min |  |
| Curricunet  | Update | Eileen | 10 min |  |
| AssessmentCSLO,PSLO UpdatesAssessment Model Feedback | Update on assessment status and model feedback | Cindy & Christina | 20 min |  |
| Next Dept Chair meeting: 3/6/2012  | Agenda items | Kiran & Gil | 5 min |  |