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| **Agenda Topic** | **Desired Outcome** | **Facilitator/s** | **Time** | **Follow up Notes** |
| **Welcome** | Welcome new department chairs – and new Interim Dean Ryan- and clarify purpose and intent of these meetings. | Natalie | 12:30- 12:45 |  |
| **Teach and Learn:**  Distance Education | Review draft of department plans for distance education to get feedback.  Review how to do online evaluations, including student evaluations | Penny Wilkins | 12:45-1:05 |  |
| **Lead :**  Comprehensive Program Review | Review draft of new template for Instructional Program Review for feedback.  Review proposed revision of Program Review timeline/cycle. | Nancy | 1:05- 1:45 |  |
| **Announcements** | Catalog Revisions to Eileen Valenzuela by Sept. 29  What’s happening? | All | 1:45 -1:50 |  |