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| **Agenda Topic** | **Desired Outcome** | **Facilitator/s** | **Time in**  **Minutes** | **Follow up Notes** |
| Welcome back to Spring 2013! |  | Kiran & A’kilah |  |  |
| Enrollment Management | Adding classes in spring 2013  Information for 2nd draft of fall 2013 schedule | Kevin | 25 |  |
| Program Level SLOs | Addressing accreditation standards   * All programs including skills certificates need SLOs * Inclusion of SLOs in student syllabus | Kiran | 15 |  |
| Program Review and RAP | Due by February 25   * All your courses should be in cohorts now. Submit to Christina Goff to be uploaded to Program Review | A’kilah | 10 |  |
| Adjunct Faculty Staffing Preferences | Review the process | A’kilah | 10 |  |
| Announcements | * Process to change classrooms | Kiran & A’kilah | 10 |  |
| Other | Information sharing | All | 10 |  |
| Next Dept. Chair meeting March 5 |  |  |  |  |