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| **Agenda Topic** | **Desired Outcome** | **Facilitator/s** | **Time in**  **Minutes** | **Follow up Notes** |
| Welcome |  | Kiran & A’kilah |  |  |
| Survey “Doodle.it” results re meeting time | Decide on Dept. Chair meeting times for future semesters | Kiran | 5 |  |
| Office of Instruction Re-org effective July 1, 2013 | Feedback | Kevin | 15 |  |
| A&R update | Review of processes | Robin Armour | 15 |  |
| Accreditation Annual Report (due March 2013) | Expand awareness and understanding of “Accreditation Standards” and “Eligibility Requirements” | Kiran | 10 |  |
| Credit by Exam and Challenge (Curriculum Committee) | Share information about the process | Laurie Huffman | 10 |  |
| Assessment (TLC) | Discussion and update | Laurie Huffman | 10 |  |
| Adjunct Faculty Staffing Preferences | Review the process | A’kilah | 10 |  |
| Announcements | Information sharing:  Scantrons  Promoting mini semester | Kiran & A’kilah | 5 |  |
| Other |  | All | 5 |  |
| Next Dept. Chair meeting April 2 in MU710 |  |  |  |  |