

Office Memorandum



Date: September 18, 2017
To: Distribution
From: Karin Brown
Copies to: L. Mahoney
Subject: Notice of Meeting and Agenda

A WSCUC Steering Committee meeting is scheduled for:
Date: September 20, 2017
Time: 9:30 a.m. – 11:00 a.m.
Place: Library Dean's Conference Room (LIB N B137)

AGENDA

1. Call to Order
2. Announcements
 - a. Update on Institutional Report
3. Approval of Agenda
4. Approval of Minutes from August 23
5. Discussion Items:
 - a. Town Halls (October 17, 25, 26, 30; 3:00 – 4:30 p.m., Golden Eagle Ballroom 3)
 - a. Sign Ups
 - b. Review of essay slides and select discussion questions
 - b. Communication Plan Update
 - a. Town Hall Preparation Meeting before October 17
 - b. Town Hall Debriefing and Data Review (2nd week of November)
6. Questions and/or concerns for the Steering Committee
7. Adjourn

Distribution:

Bippus, Amy	Ellis, Andre	Partow-Navid, Parviz
Brown, Karin E.	Lee, Benjamin	Whitcomb, Laura
Chavez, Andrew	London, William	Willard, Michael
Dennis, Jessica	Menzies, Holly	
Dunbar, Michele	Miller, Jennifer	