

AGENDA

Item	Lead	Desired Outcome	Notes and Actions
1. Status Updates <ul style="list-style-type: none"> Feedback Training Status of Winter and Summer Critical vs Constructive Criticism 	Laurel Sue David Terry	<ul style="list-style-type: none"> Positive and helpful feedback for next year Solutions for completing Winter and Summer Shared understanding of feedback communication 	Heard some positive feedback from Faculty 75 faculty completed the training – about 40% Communication has been helpful –faculty now speaking and defending to colleagues
2. Data on Pre – System Enhancements <ul style="list-style-type: none"> Data Report from 2011/12 	Sue David	<ul style="list-style-type: none"> Understanding of Systemic Course Outline Issues 	Identified that there are gaps in legacy outlines also – over 100 not completed We are on track to be more complete in new system
3. Workplan Updates for Fall CO <ul style="list-style-type: none"> Add AODA statement to CO for Fall as per Trudy H. Train the Trainer – update 	Group Discussion	<ul style="list-style-type: none"> Shared understanding Fall status and workplan updates Action/responsibility items for group members 	David - add AODA statements Sue - contact David Luinstra re copyright statement David and Sarah - add another SOL training session – email from Laurel? Add faculty training sessions close to September
4. Critical Path for Fall 2014 to Summer 2015 <ul style="list-style-type: none"> Review Critical Plan Schedule 	Sue/Laurel	<ul style="list-style-type: none"> Agreement on Path moving forward 	Reviewed critical plan David to filter so abbreviated one for faculty on AO CO resource page and full one for COG use
5. Communication (10 min) <ul style="list-style-type: none"> Further training 	Sue	<ul style="list-style-type: none"> Agreement on key messages 	David - check into adobe or other survey tool to collect enhancement suggestions for next cycle Kristine – identify documents for updating within CLT David , Terry and Deb – update docs.
6. Future Meetings (5 min) <ul style="list-style-type: none"> Agenda items 	Sue/All	<ul style="list-style-type: none"> Clarity on Work ahead 	No Future meetings till fall unless needed. Sue – send out fall meeting schedule.