Office Memorandum

Date: August 22, 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: August 23, 2017
  Time: 10:00am – 11:30am
  Place: Library Dean’s Conference Room (LIB N B137)

AGENDA

1. Call to Order

2. Announcements

3. Approval of Agenda

4. Approval of Minutes from August 2

5. Discussion Items:
   a. Areas of content overlap in Institutional Report
   b. Sections/content that could be removed from the narrative and included as exhibits
   c. Streamlining of the essays after reading entire institutional report

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

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