

# Office Memorandum



Date: June 30, 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: July 5, 2017  
Time: 10:00am – 11:30am  
Place: CCOE Dean's Conference Room (King Hall D 2077)

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## **A G E N D A**

1. Call to Order
2. Announcements
3. Approval of Agenda
4. Approval of Minutes from June 21
5. Discussion Items:
  - a. Review of Essay 4
  - b. 5-10 minute updates from team leads
  - c. Questions and/or concerns for the Steering Committee
6. Upcoming summer meetings: 7/12, 7/19, 8/2
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	