

## **Department Chairs Meeting Agenda**

Monday, December 7<sup>th</sup> 2:30-4:00

2:30-3:05 – PLO Assessment Questions (Karen Warren)

3:05-3:25 – Writing Your Syllabus (Tiffany Palsgrove)

3:25-3:30 – What's working/not working in synchronous & asynchronous classes (Shared Document)

3:30-3:55 – The Enrollment Management Process (Nikki & Denee)

3:55-4:00 – Hot Topics – What topics do you think we should discuss next semester?