

Attendance	Location	Next Meeting(s)
Members: Kim Wray Robert Benson Lance Olson Kim Weismann Kenley Nebeker Jenae Hunter Katie Peterson Jennifer Nebeker Minutes: Jenae Hunter	Alumni Rm	Nov. 19 th
	Commencement	Notes
	8:00am	
	Adjournment	

Minutes:*Absent:*

1. Be prepared for Online (Kim)
 - a. Possibility of going online after Thanksgiving.
2. Scholarships (regional and Williams Co.) (*Kim Weismann*)
 - a. Creating a plan for students who can only take 12 credits during the semester
 - i. Kim Wray will talk with the foundation about a plan.
3. Symbiosis (*Katie Peterson*)
 - a. Handout of proposed course structure
 - b. Add a new part between part 1 & 2 about how align your teaching with student outcomes
 - i. Katie will meet with Symbiosis to get this added.
4. Schedule Process update (*Jenae Hunter*)
 - a. Meeting with JJ to get our IC added.
5. OER discussion (*Jen Nebeker*)
 - a. Adding a OER section to the schedule process to add a “OER”