

## MEETING AGENDA

**Date: 2.2.15**

**Time: 4:00 - 5:15 pm**

### **Topic:**

Moving Forward with Friends Forward

**Attendees:** Teaching and Learning Committee Members

**Facilitator:** Heidi Hutchison

**Recorder:** Greta Rutstein

### **Meeting Objectives:**

- Brief discussion of the Perkins article--why is this relevant to us?
- Presentation of a possible Friends Forward solution to move us forward
- Debrief on February Professional Day Presentation

### **To prepare for this meeting, please:**

- Read the [Perkins article](#) that was shared by Greta.

### **Materials we will use at the meeting:**

- [“Q When Change Has Legs,” Perkins](#)

### **Schedule 75 minutes**

<b>Time</b>	<b>Minutes</b>	<b>Activity</b>
4:00-4:10	10	Welcome: Review meeting objectives and new agenda template-Heidi
4:10-4:15	5	Recap: Review activities and feedback from last meeting (if applicable)-Heidi
4:15-4:35	20	Share possible Friends Forward solution/vision/visual to move us forward - Greta
4:35-4:45	10	February Professional Day Presentation discussion - Greta
4:45-5:00	15	Brief discussion of Perkins article. Why is this relevant and important for the Teaching and Learning Committee?
5:00-5:10	10	Next Steps: What are next steps to move us forward and who will do what?
5:10-5:15	5	<a href="#">Plus/Delta Protocol</a> : Assess what worked and what didn't in this meeting. (Anonymous feedback form)