**Agenda**

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| **#** | **Item / Sub-items** | **Time/Lead** | **Attendance** |
| ***1*** | ***Updates and Announcements*** | ***12:00 –12:10*** | Faculty and Staff |
|  | Administrative Updates | Ashely |
|  | Year Beginning Kick Off – Jan 31st  | *Giovanni* |
| ***2*** | ***Graduate Program*** | ***12:10 – 12:40*** |
|  | Curriculum Revision update | Andrew/Ken-Yu |
| ***3*** | ***Undergraduate Program*** | ***12:40 – 12:55*** |
|  | Curriculum Revision update | Rachel/Giovanni/Chris |
|  | End of year planning | Rachel/Giovanni |
| ***4*** | ***EDI Department Tasks*** | ***12:55 – 1:10*** |
|  | Updates |  |
| **5** | **Accreditation/Self Study Preparation** | ***1:10 – 1:20*** |
|  | Update | Giovanni/Fred/Jeffery |
| ***6*** | ***Adjourn***  | ***1:20*** |