Educational Master Plan (2019-2020)

Meeting Agenda

NAME OF COUNCIL/TEAM: Educational Master Plan (2019-2020)		
OBJECTIVE OF MEETING: Approaching the Educational Master Plan: Committee overview, expectations, kickoff		
DATE: 05/22/2019 **TIME:** 11:30am	**LOCATION/ROOM #:** Submarine Conference Room **CALL-IN NUMBER:** **CALL-IN CODE:**	
FACILITATOR(S): Frank Kobayashi & Gary Aguilar		
TIMEKEEPER:		
ASSISTANT: Aleia Wisbaum		
ATTENDEES:		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS		
Topic	**Person(s) Responsible**	**Time Alloted**
ACTION ITEMS:		
Question	**Person(s) Responsible**	**Time Allotted**
DISCUSSION ITEMS:		
Question	**Person(s) Responsible**	**Time Allotted**
Approaching the Educational Master Plan	Thomas Greene	25 min.
Project Overview: - Project Charter: What does the project involve? - Project scope - Timeline and deliverables - Proposed structure for the Educational Master Plan	Frank Kobayashi & Gary Aguilar	45 min.
Getting Started: - Expectations for participation (IGOR and Basecamp) - Summer homework - Work plan/ Fall meeting schedule	Frank Kobayashi & Gary Aguilar	30 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic		**Contact Person**
- Expectations for participation (IGOR and Basecamp) - Work plan/ Fall meeting schedule		Frank Kobayashi & Gary Aguilar

OTHER INFORMATION:	