

# AGENDA

## DIVISION II - MEETING

DATE: November 24, 2015

TIME: 12:00 p.m. - 1:00 p.m.

PLACE: D – 237

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### Agenda Items:

1. Faculty/Classroom Evaluations
2. Book Adoptions
3. Student Assistants
4. Classrooms changes
5. Spring 2016 Syllabus
6. Smart Classrooms
7. Office Hours
8. Absent/Late
9. Emergency Drill
10. Adjourn