

First meeting 8/26: Agenda

Acting chair: Madeleine Murphy

Agenda:

1. Elect a chair & Notetaking
 - Co-Chairs - Madeleine Murphy & Liz Schuler
 - Notetaking - sign up sheet
2. Presentations: CAC, CAE and LAC - roles, responsibilities, projects and aspirations for collaboration
3. Discussion: The role and operation of the CTL
 - Goals -
 1. master calendar - list what we're doing
 2. Communicate with each other in our big meetings
 3. Act as an audience for bigger projects
 - Calendar
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4. Confirm sub-committee memberships
5. Confirm meetings dates over the semester