# 2:2 State Discipline Agenda & Minutes, 2019

***COMPLETE THE FOLLOWING:***

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| **September 27, 2019** |
| **Discipline(s) (list all disciplines who met together):** |
| **Current Discipline Chair Name:** |
| **Newly Elected Discipline Chair Name:** |
| **New Discipline Chair E-mail:** |

If necessary, include on another page listing all elected Discipline Chair’s names and their discipline.

***After meeting, e-mail completed document as a Word attachment to*** [***mandi.myers@cccs.edu***](mailto:mandi.myers@cccs.edu)

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| **TASKS TO COMPLETE IN DISCIPLINE BREAKOUT SESSION** | **COMPLETED** |
| 1. Take attendance and include in these electronic minutes. See last page; add lines as needed. |  |
| 1. Assign an individual to record electronically minutes/decisions. |  |
| 1. Election of State Discipline Chair. |  |
| 1. Course Archive review |  |
| 1. Follow instructions on the Course List |  |

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| Training needs? |

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| Notes/Comments: |