# 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***

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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.
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| 1. Assign an individual to record electronically minutes/decisions.
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| 1. Election of State Discipline Chair.
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| 1. Course Archive review
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| 1. Follow instructions on the Course List
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| Training needs? |

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| Notes/Comments: |