

**Department Chairs & Coordinators Agenda**  
**Friday, November 2, 2012**  
**10:00 – 12:00, Business 111**

- I. Approval of [October Minutes](#)
- II. Senate Report
- III. Veterans Resource Center Professional Development – Audra Penchansky & Linda Sinclair
- IV. [Spring 2012 ILO Assessment Results](#) – Christine Schultz
- V. TurnItIn.com trial usage levels
- VI. Update of [Scope and Functions](#)

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***Remaining 2012-2013 Meeting Dates:***

December 7, 2012

January 4, 2013 (tentative, will meet only if needed)

February 1, 2013 (tentative, will meet only if needed; to be held in The Loft)

March 8, 2013 (2<sup>nd</sup> Friday)

April 5, 2013

May 3, 2013

June 7, 2013 (to be held in The Loft)

*All meetings are held on Friday mornings, usually the first Friday of each month, in B-111 (unless otherwise stated) from 10:00-12:00.*

*Send agenda items to [merlic\\_jennifer@smc.edu](mailto:merlic_jennifer@smc.edu).*