**[Thursday, March 16 at 1:15 p.m.in Massey Lounge](https://docs.google.com/document/d/1_qx6QtYIdh3fIbB_W1kuJpbN74euk9av80w6FWw1sJk/edit%22%20%5Cl%20%22heading%3Dh.t6ljxzh8gzl8)**

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| **Topic: Organizing for Collaborative Work** |

**Facilitator:**  Brenda Ulrich and Chris Sivills.

**Time keeper:** Barbara Coble

**Note taker:** Linda Harris

**Objectives**

* Review norms.
* Discuss the “Why” for the Accreditation Process.
* Learn Self-Assessment Protocol
* Learn to use the Cognia Tool to conduct a needs assessment for the school to identify strengths and weaknesses.

**Next steps from previous meeting**

* None assigned..

**Schedule**

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| **Time** | **Min.** | **Activity** |
| 1:15 | 2 | **Brenda Ulrich - Welcome, Introductions, and Review Pluses and Deltas from the last meeting.** |
| 1:17 | 2 | **Chris Sivills - Review Learning Target.  (Purpose)** |
| 1:19 | 2 | **Chris Sivills - Review Norms.**1. **Be on time and end on time.  Make everyone’s time worthwhile.**

1. **Be honest, elaborate when needed, be positive, allow others to voice their concerns, and keep open lines of communication.**

1. **Remove judgment. Listen to others with an open mind and agree to understand their**

**perspectives.**1. **Lead with decisions made by the team. Discuss and agree before coming to a decision.**

1. **Confidential information does not leave the group. Trust one another.**

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| 1:21 | 12 | **Positive News** |
| 1:33 | 10 | **(Anticipatory Set)****Dr. Handley’s Photographs****Why do we need data?****Are there different kinds of data?** |
| 1:43 | 45 to 60 | **GRR - I Do**[**SIT - Data Inquiry.pptx**](https://docs.google.com/presentation/d/1Es_pW8T7V4WYNx31UHthJ4SR1M42B4s7/edit?usp=sharing&ouid=110415944812472500413&rtpof=true&sd=true)**GRR - You Do Together****Small Group Activity in Hornets’ Nest****Review and Closure****Bring it All Back Together in Massey Lounge and Share Out** |
| 2:28 | 2 | **Brenda Ulrich - Assess what worked well and what didn’t in this meeting**

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| **+ (What worked well)** | **🔺** (**What to change in future meetings)** |
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