

DR



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- The Steering Committee (including the college president), will rotate facilitation of the meetings (responsible for facilitating discussion, keeping time, watching and engaging online participants in Zoom)
- There will be a secretary or recorder for meeting notes (TBD—see above under Membership)
  - Document topic, nature of discussion, action
  - Full recording and/or notes will be made public
- Every member that is a part of the decision making has access to information, space, time that will help them contribute to the discussion
- All members will consciously and intentionally deliberate with focus on the following college mission areas:

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