

Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE.
Statutory committees are required to maintain formal minutes.
The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: CLT

Chairperson/Responsible Contact: E. Wiley

Purpose of Meeting: PRS materials / Update website / CAEP /

Date: 9/9/14 Time: 1:30 Location: Conference Room

Departments/Groups/Agencies Represented: EW HF SD DK EH LS DD

Primary Outcomes: Online lifeline conference now TIES conference - Old pages for Departmental Program Websites to be deleted to avoid confusion & misinformation - EW & LS taking care of the webpage update at this time. Need to check other webpages that link to our pages to make sure linking to correct page - CAEP Readiness meeting - Sept 11 1:30 - Consider how to handle international applicants who are American citizens - 1

Actionable Items/Planned Follow-up: be aware of Online lifeline conference change - be on look out for notices from TIES conference - Attend meeting to learn (CAEP)