2020 Institute on Teaching & Mentoring Virtual

**Program Planning Committee Meeting: Friday, April, 24, 2020**

**Link to documents** <https://www.sreb.org/2020-institute-planning-meeting-documents>

 **FRIDAY AGENDA**

 9:00 a.m. Introduction, Welcomes ALL

 9:05 a.m. Overview of 2019 Institute Ansley

 9:10 a.m. Overall Institute Budget Veda

Overview of Preliminary Preparations Handouts for 2020 Institute Ansley/Veronica

 Discussions of 2019 Sessions to be Repeated/Deleted/ Changed in 2019 ALL

 Discussions of 2020 Proposals to be Accepted/ Rejected/Changed/Tabled ALL

 Discussions of Possible NEW Sessions and *Faculty Sessions* for 2020

 Ideas/Poster Sessions/ Innovation/Publication Ideas/Paperless Agenda ALL

10:30 a.m. **Break**

10:45 a.m. Discussions of 2020 Sessions ALL

12:00 noon **Lunch**  ALL

12:30 p.m. Discussion Regarding Speakers ALL

 1:00 p.m. Discussions for 2020 Plenary Speakers (go to link) ALL

\_\_\_\_ Friday Morning Opening: *Faculty Member* (only)

 \_\_\_\_ Friday Noon: *Plenary I Luncheon*

 \_\_\_\_ Saturday Morning: *Plenary II*

 \_\_\_\_ Sunday Morning: *Plenary III*

 \_\_\_\_ Sunday Morning: *Closing/Brunch*

2:30 p.m. **Break**

2:45 p.m. Finalization of Speaker selection and sessions ALL

 Review of Discussions and Selection of Sessions and Speakers ALL

4:00 p.m. Contingency Plans 2020 Institute ALL

4:30p.m. Summary of Final Assignments and Deadlines Ansley/Bob/Ken/Emorcia

 **and** issues relating to Recruiters

6:00 p.m. Adjournment