**In Attendance:** Reneta Lansiquor, Sean MacDonald, Amanda Almond, Monica Berger, Diana Mincyte, Laureen Park, Johanna Rodgers, Rebecca Shapiro, Olufemi Sodeinde, and Robert Walljasper

**Absent:** Reginald Blake, Candido Cabo, Laina Karthikeyan, and Ezra Halleck.

**Excused:** Denise Sutton, Aida Egues, Paul King, Heidi Boisvert, and Anna Matthews

**On-Leave:** Gwen Cohen Brown, Marta Effinger-Crichlow, Jean Hillstrom, and Andleeb Zameer.

Meeting start time: 1:11pm

Discussion:

-Honors sections: only 2 ID courses running as Honors. ECON and PSY.

- Honors Program office: Midway 3rd Floor

Diana Mincyte presented “Best Practices” Review

Document presented to committee:

* Online observation: guidelines dictated by union contract, limiting our ability to create best practices etc. History of the online observation form was discussed for background. OLAC website was viewed by committee. Discussion ensued.
* Change focus to observee: how-to advocate for successful ID course observations.

NO action items.

Meeting adjourned 2:00pm.