**Attendance:** Olufemi Sodeinde, Tamrah Cunningham, Reneta Lansiquot, Diana Mincyte, Sean MacDonald, Anne Leonard, Marta Effinger-Crichlow, Camille Phaire-Morton, Ezra Halleck, Gwen Cohen-Brown, Amanda Almond, Monica Berger

**Absent:** Candido Cabo

**Excused:** Denise Sutton, Laureen Park, Robert Walljasper & Christopher Swift (on leave)

Marta motion to approve minutes with name corrections (Marta and Olufemi). Seconded by Diana. All voted in favor.

ID poster award judging form discussion continued. Updated evaluation form was sent out ahead of meeting for all to review. Amanda will make updates and resend. The following suggestions were made:

* Fix margins so that form fits on one page
* Make tables more uniform in their appearance
* Integrate problem solving into criteria 1, 2, & 4
* Add a measure to evaluation related to usefulness of the form

ID Academic Minors update. Sean followed up with Justin regarding the “ID Minor Course Project” application development. Emails and follow-up materials were provided to Dean in a timely manner. Discussion with all involved parties (sub-committees) to take place later this week. No updates.

Amanda announced that we *may* still receive short forms for the Spring semester to review. All courses and instructors have been confirmed for Spring except for one A&S department. Since we are unsure of who the instructors will be, we can anticipate that new instructors with their respective guest lecturers will submit a short form denoting such changes to the course ahead of the start of the semester. As course coordinator, Amanda made this request to all chairs early in the Fall semester when requesting course listings for Spring.

**Next meeting:** Thursday, December 9 (tentative)

Good and Welfare: An ID Professor, Todd Craig (adjunct) created a mixtape for City Tech’s Black Solidarity Day. Check it out! <https://www.citytech.cuny.edu/african-studies/docs/mixtape.pdf>