1. **Welcome & approval of minutes [5 minutes]**

2. **Discussion of communication plan [Communications Subgroup] [45 minutes]**
   
   a. Reports from preliminary meetings with SEC, President, Provost, Deans
   
   b. New recommended rollout process/phases and timeline
      
      i. Deans’ role and College/School conversations
      
      ii. Senate update
      
      iii. Open fora
      
      iv. Role of WG members in assisting?
      
      v. What would be the actual timeline?

3. **Spring meetings – TBD**