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# MEETING MINUTES DEC. 1, 2023

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A draft of guidelines for global announcements on canvas has been created. Items included in the guidelines are character limit, duration of post, and the number of announcements shown at any one time . The draft will be shown at the next committee meeting.

## Old Business

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None

## New Business

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Nancy and Beth would like to bring Teaching Squares to the committee. Sporadically the committee will have Learning Squares where the members can learn new techniques from other instructors and share learning. Verla will be invited to a future meeting for Learning Squares and sharing.

Motion: Nancy O'Neal moved and Beth Humphrey seconded to bring Learning Squares and sharing to the WebCollege Faculty Advisory Committee meetings. The committee approved the motion.

Meeting adjourned: 12:00 p.m .