**Agenda 11.02.20**

1. Brief welcome (5 minutes)
2. Committee governance structure (Malisch, 5 minutes)
3. Sakai 20 upgrade (Walker, 5 minutes)
4. Collaborative Note Taking and Sakai Integration Proposal (Megan Kelly and Giancarlo Tarantino, 15 minutes)
5. Integrating asynchronous and synchronous components to enhance learning (Kristlyn Thomas and Jessica Mansbach, 15 minutes)
6. Volunteers to share innovative technology use in your discipline (all, 10 minutes)  *Note*: for this item, please think about whether the unit that you represent has recently made use of academic technology in a way that would be applicable to people across the university. If so, I invite you to consider sharing a brief presentation to the group in an upcoming meeting.