SAFA FACULTY MEETINGS
May 2011

1. MOU and W-9
   a. Signed?
   b. Questions?
2. Confirm courses
   a. Days/time?
3. **What collections** to use
4. **How** to use them
   a. Time constraints
      i. One Visit: Brief interaction with materials and activity completed on site
      ii. Visit(s): Some pre- and post- preparation, activities, or assignments
      iii. Semester-long, intensive research projects: Multiple visits to BHS as a class; Send students to the library on their own?
   b. Structure
      i. Documents --> Research Qs?
      ii. Research Qs --> Documents?
   c. Individual vs. Group Work?
   d. **Framing is needed.**
5. Course Websites
   a. One per class
   b. Will be easy to use, training at Institute, support person available
6. Summer Institute
   a. June 13 - 17
   b. Detailed program emailed by Friday, June 3
   c. Draft Course Plan will be completed at the end of Institute
7. Follow Up for May Meetings
   a. Questions? Concerns?
   b. Which collections interested in?
   c. Do you want to come back to see materials before June 13?