



## **SAFA FACULTY MEETING August 2011**

1. Your Course
2. Class Visits
  - a. Schedule visits
  - b. At least THREE weeks before class visit:  
Request materials online at <http://bit.ly/oogKTD>
  - c. At least ONE week before class visit:  
Send class visit materials (handouts, assignments, etc.) to Robin and Julie
3. SAFA deliverables: what will BHS provide?
4. Course Websites & Image Permissions
  - a. Request permission online at <http://bit.ly/p7SvKR>
5. Syllabi Due
  - a. Email to Robin and Julie by 9:00 am on Monday, August 22, 2011
6. SAFA event/community ideas

See <http://safa.brooklynhistory.org/for-faculty/2011-2012-planning> for links and more.