

Department Meeting Agenda

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

Agenda Items:

1. Welcome and Introductions
2. Review of Last Meeting's Minutes
3. Update on Current Diversity Initiatives
4. Discussion of New Proposals for Diversity Programs
5. Strategies for Increasing Student Engagement
6. Collaboration with Other Departments
7. Open Floor for Suggestions and Questions
8. Next Steps and Action Items

Attendees:

- [Name, Title]
- [Name, Title]
- [Name, Title]
- [Name, Title]

Closing Remarks:

Thank you for your participation and commitment to diversity within our department.

Contact Information:

[Your Name]

[Your Title]

[Your Email]