

MODES OF COMMUNICATION: Google Docs, Zoom, e-mail, Jamboard. Zoom meetings were most productive, but Jamboard proved a useful tool for brainstorming and organizing a collection of ideas.

Jessie - same discipline. New hire, nervous to share opinions, but presented fresh and innovative ideas.

Monica - same discipline. Well-established and brought diverse and variety of experience and perspectives. Group informally deferred to her for final decisions on ideas.

Edie - different (but similar) discipline. Shy to share ideas, but brought interesting perspectives not shared or utilized within the common discipline.

Samantha - same discipline but external to the institution. New to the field, but confident and brought different experiences to the group.

PATTERNS & GAPS:

Each meeting resulted in productive conversation with diverse perspectives from varying levels of expertise and experience. Having a person external to the institution as well as a person external to the department was beneficial for providing differing points of view and that allowed us to ensure more bases were covered in the final product. From a gaps perspective, it would be ideal if there had been student and administrative voices included to ensure that *everyone* at the institution had their say or provided their opinion.