

**Minutes, Deans and Chairs Meeting
May 4, 2020, via Zoom**

Diane McFarlin called the meeting to order at 2:00 p.m.

Remote Working and Offices

- McFarlin discussed updated plans for remote working and space at CJC.

COVID-19 Updates

- McFarlin covered University and College updates around COVID-19.

Summer Workshops

- Deans and Chairs discussed CJC summer workshops and how they might be affected by COVID-19 and associated guidelines.

Open Discussion

- McFarlin opened the floor to discussion.

McFarlin thanked the Deans and Chairs and closed the meeting.

Attendees: College of Journalism and Communications Deans and Chairs

Meeting Adjourned at 2:23 p.m.