General Tasks

- Communicate regularly as a team and report on progress
- Evaluate/analyze IC project student experience (coming out of previous year: projects)
- Develop plans for enhanced IC student experience
- Prepare student experience engagement materials
- Deliver student engagement workshops at kick-off event
- Document and outline next steps

Team Names & Engagement Levels

- Laura Dykstra, Point of Contact, medium engagement, 8 weeks
- Mary Ann McGarry, low engagement, 8 weeks
- Greg Dumont, low engagement, 8 weeks
- Michael Brian, low engagement, 8 weeks
- Robin Hausheer, low engagement, 8 weeks
- Kelly Swindlehurst, low engagement, 8 weeks
- Chris Chabot, low engagement, 8 weeks
- Cathie LeBlanc, low engagement, 4 weeks
- Amanda Whitworth, low engagement, 4 weeks
- Corey Hoyt
- Ryan Donathon
- Jeff Furlone
- Jennifer Guyett
- Marylena Sevigney

Details

Use this document to identify how you will work for the summer, define the anticipated work to be done, expected roles for each team member, and estimated key dates when you will report on progress and/or complete tasks. A single document with this information should be shared with Corey Hoyt (choyt1@plymouth.edu) on Tuesday, June 6. We will be communicating broadly with your colleagues about anticipated summer work and progress.

Action Item

By the end of the day on Tuesday, June 6, please use this planning document to complete your Letter of Appointment for Summer Work. On page 2, you are asked to write in your anticipated project deliverables.

Projects/Tasks

What work is to be done? How and when will it be worked on?
• Communicate regularly as a team and report on progress

• Evaluate/analyze IC project student experience (coming out of previous year: projects)

• Develop plans for enhanced IC student experience

• Prepare student experience engagement materials

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Timeline/Key Dates

Name/Roles