**MEETING REPORT**

**MEETING DETAILS**

**Name / Topic:** Department of Foreign Languages End of Module 1 Use of English Skills Meeting

**Date and Time:** 29.11.2022 at 15:10

**Place:** Meeting Room

**Chair:** Lect. Simay Avseven

**Attendants:** Use of English Coordinator, Use of English Lecturers

**AGENDA**

1. Lect. Simay Avseven welcomed everyone and started the meeting with today’s agenda.
2. Lect. Simay Avseven: First of all, we will discuss the Module 2 syllabi. Do you want to make any changes or do you have any suggestions?
3. Lect. Funda Aznik: Eveything is okay.
4. Lect. Esin Apçin: We can use this syllabus. It is okay for me.
5. Lect. Ebru Güvenç: It is okay for me, too.
6. Lect. İsa Eroğlu: We can start with Unit 3 on the first week for Edinburgh and Brighton classes.
7. Lect. Simay Avseven: Okay. We can do it.
8. Lect. Simay Avseven: You can continue giving weekly online homework to your students in Module 2, too.
9. All teachers agreed.
10. Lect. Simay Avseven: You can start giving feedback on Monday. I want to thank all of you for your efforts in Module 1.
11. The meeting adjourned at 16:00.