

**Meeting Minutes— Faculty Development Learning Excellence Team
November 30, 2012 12:30-2:00pm APC 170**

Co-leaders: Renee Tonioni, Dean for Distance Learning and Instructional Technology
Dani DuCharme, Assistant Professor of Biology & CTLT Faculty Liaison

Facilitator: Christine Corrigan, CTLT Manager

Guest: Chris Shields, Data Center Manager

Members In Attendance: Vicky Archos, Christine Corrigan, Pat de Boom, Dani DuCharme, Diana Fortier, Janet Gaff, Lynne Krantz, Tina McGehee, Jane Regnier, Jo Lynn Sedgwick, Renee Tonioni, and Steve Zusman.

Handouts: Meeting minutes and notes from September 21, 2012 and the AACC Report.

Agenda Item: Lunch, Introductions, Review of Meeting Agenda and Minutes by Renee Tonioni

Discussion and Result: After minutes and agenda were distributed, Renee opened the meeting with a welcome to members and each member introduced themselves with name and title.

Agenda Item: Technology Update by Christine Meyer and Chris Shields

Discussion and Result: Chris gave the current state of media ready classrooms across the four campuses, and gave locations of anticipated updates (Aurora 4th floor, Copley, remaining rooms in Bodie, and possibly Weigel & Akerlow). He also gave an update of Blackboard external hosting, and the perks of this shift. Finally, he discussed the Blackboard Service Pack 9 upgrade, the changes, and training available associated with these changes.

Agenda Item: Discussion of Faculty Roundtable—Listening Post by Dani DuCharme

Discussion and Result: The mini-minutes of the event, and the AACC report shared at the roundtable were shared with the FDLET group. This roundtable was well attended

(12 faculty, plus Dr. Sobek, and Dr. Lovingood), broadly focused, and set the stage for future, more focused, roundtables. The next Listening Post, and topic are TBA.

Agenda Item: Faculty Leadership Survey was announced by Diana Fortier

Discussion and Result: Diana announced that 46 individuals had completed Tier 1 of the Leadership Academy, and were prepared to enter Tier 2 by the time of the meeting. She encouraged filling out the survey to drive future scheduling, and orientation discussions. Finally, Diana announced faculty-only Leadership Academy session during Spring Orientation.

Next meeting: TBD