

FACULTY DEVELOPMENT LEARNING EXCELLENCE TEAM AGENDA

APC 160

Co-leaders: Renee Tonioni, Dean for Distance Learning and Instructional Technology and Diana Fortier, Associate Professor of Economics & Faculty Liaison

Facilitator: Christine Meyer, CTLT Manager

Guests:

AGENDA ITEMS

Topic	Presenter	Time allotted
Lunch and Introductions <ul style="list-style-type: none"> o Welcome o Distribute meeting agenda o Distribute minutes from last meeting 	Diana	15 min
ETAG <ul style="list-style-type: none"> o Discuss team goals o Share time line of team initiatives 	Renee	20 min
Plagiarism <ul style="list-style-type: none"> o Review and discuss online quiz o Discuss next step 	Diana	20 min
Windows/Microsoft Upgrade <ul style="list-style-type: none"> o Windows 7 o Microsoft 2010 	Christine	10 min
Blackboard Update <ul style="list-style-type: none"> o 9.1 upgrade o Service pack updates o Ongoing training support 	Renee/Christine	20 min
Wrap up <ul style="list-style-type: none"> o Discuss upcoming agenda 	Diana	5 min

OTHER INFORMATION

Resources: Meeting Minute for 9/24/10, plagiarism quiz

Special Notes: Next Faculty Develop LET Meeting February 4, 2011, 12:30 – 2:00 pm, location TBA.

