

FDLET TEAM MINUTES

Date|time November 15, 2013 9:30-11 a.m. | **Location** APC 170

Co-Leaders

Renee Tonioni, Assistant Vice President of Online Learning & Instructional Support
Dani DuCharme, Assistant Professor of Biology and CTLT Faculty Liaison

Facilitator

Christine Corrigan, CTLT Manager

Members in Attendance

Christine Corrigan, Amy DelMedico, Dani DuCharme, Ellen Field, Diana Fortier, Janet Gaff, Susan Harmon, Randall Hines, Justin Hoshaw, Ruby Kaur, Lynne Krantz, Michelle Lindquist, Tina McGehee, JoLynn Sedgwick, Chris Shields, Jane Thompson, Renee Tonioni, Maureen Yakovac and Steve Zusman

Guests

Chris Shields and Maureen Yakovac

Handouts

Meeting agenda, past meeting minutes, Inspiring Insights handout and Proposed Classes Flyer from the Instructional Designer

Agenda Item

Brunch, Introductions and Review of Previous Agenda and Minutes

Discussion and Result

After meeting agenda and minutes from the last meeting were distributed, Renee and Dani opened the meeting with a welcome to the members and each member briefly introduced themselves to the group. It was determined, at this time, that the spring meetings would continue to be brunch meetings, on the same day as NFLA.

Agenda Item

Blackboard Project Team

Discussion and Result

The pros and cons of student access to the course shells after the course has been completed were discussed. This did not seem to be a point of contention, and it was determined that the courses could be automatically disabled, and if needed, as it was confusing in addition to the internal email established in many courses. This tab has since been removed.

Agenda Item

Video Solution Team

Discussion and Result

The future of video streaming was discussed. What could and should be accessed by both staff and students was discussed. This issue has not been resolved, just potential discussed.

Agenda Item

Spring 2014 Orientation

Discussion and Result

Spring 2014 Orientation was discussed, highlighting the special time of NFLA, the transfer center concept and the Google Drive and Engagement session on Friday. Also, the Leadership Academy session offered during orientation was announced-Human Relations.

Agenda Item

Wrap Up

Next Meeting

It was decided the next meeting is to be held in the brunch format on the 14th of February, 2014.

