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| eLearning Coordinators’ Meeting |  |

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| Meeting called by: | Rozalind Jester | Type of meeting: | Monthly Meeting |
| Date: | 03/08/2021 | Location: | Online via Zoom |
| Time: | 9:00 am – 10:00 am |  | <https://fsw.zoom.us/j/778311811> |

# Meeting Agenda

1. **Update on ATC/eLearning Coordinator governance**
2. **Summer eLearning Coordinators and onboarding new coordinators in AY21-22**
3. **Online Teaching Certification meetings (SOBT participants)**
4. **Review GWC Message Drafts and plan release schedule**
5. **GWC Continuous Improvement Plan – Finalize MLO’s**
6. **Role of eLearning Coordinators in Master Course Progression Plan**
7. **Important Communications for Deans & Chairs RE certification timelines**
   1. **Will there be new hires for Summer or Fall?**
8. **Draft of QM Review Request Form**
9. **Open Discussion**
10. **Next meeting: Monday, April 19, 2021 9am-10am**