**Department Chair Meeting Minutes**

**Friday, November 13, 2009**

**At E-learning in building T**

**1:00 p.m.**

**In attendance:** Michael Nisson, Craig Aberbach, Kim Gresham, Mary Conwell, Dennis Fahey, Chris Clemens, Jeff Ziomek. and Richard Worch

**Absence excused due to class conflicts:**  Doug Landau, Kristine Barrett

**Presenting: R. Anderson and Erich Hochmeister**

Reviewed general processes to develop online blended classes. Discussed the research regarding student preferences in blended learning as synthesized group activities, interactive activities. As of January, all online courses must include at least one synchronized activity in each course to ensure adaptation to all learning styles. Tools available to students to assess most popular meeting times.

Discussed combining testing/assessment through offering students the choice between; for example: multiple choice tests or writing a paper.

Reviewed WIMBA – real time classroom support tool.

Student led presentations – students can actually pick whose presentation they want to attend (time). Don’t have to be there for specific times. Cell phone and desktop don’t need microphone.

Erich discussed the success of using WIMBA in his new online student orientation.

He discussed “Lesson Builder”.

Each attendee used WIMBA to explore the programs capabilities.