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| eLearning Coordinators’ Meeting |  |

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| Meeting called by: | Rozalind Jester | Type of meeting: | Monthly Meeting |
| Date: | 05/13/2020 | Location: | Online via Zoom |
| Time: | 10:00 am – 11:00 am |  | <https://fsw.zoom.us/j/778311811> |

# Meeting Agenda

1. Summer Assignments
   1. Modified summer “Moving Online Elearning Coordinator” – 6 hours reassignment or equivalent stipend paid through summer
   2. Innovate Instruction Initiative (I3)
2. Online Teaching Certification
   1. June and July cohorts
   2. Growing with Canvas - 95% Completion requirement
   3. Growing with Canvas improvements
      1. Add rubrics
      2. Update grading policy and define in course
   4. Part III Meetings
      1. TLC including “Best Practices” document
      2. Follow up message
      3. Form
3. Summer APPQMR
   1. June 11-12, 8am-12pm, Anita and Mike
   2. June 23-24, 8am-12pm,
   3. July 13-14, 8am-12pm,
4. Implementing QM Peer Reviews
   1. Peer Reviewer Certifications – role form
   2. Q or HQ designations (FL Online Course Quality Assurance)
5. Open Discussion
6. Future Meeting Schedule
   1. Wednesday May 27, 10am-11am