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| eLearning Coordinators’ Meeting |  |

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| Meeting called by: | Rozalind Jester | Type of meeting: | Monthly Meeting |
| Date: | 10/01/2020 | Location: | Online via Zoom |
| Time: | 2:30 pm – 3:30 pm |  | <https://fsw.zoom.us/j/778311811> |

# Meeting Agenda

1. Fall Reassignment Time
	1. Temporary “[Online Learning Specialist](https://docs.google.com/document/d/1gNSS4BD9orCHsAa5nR-a9SANF0DCmpFSE5FB8Z2b150/edit?usp=sharing)” – 6 hours reassignment confirmed
2. October APPQMR preparation
	1. Facilitators need to create workshop in MyQM before Jill can enroll faculty.
	2. Workshop folders are available for pick up
3. Online Teaching Certification
	1. Scheduling participants for meetings
	2. New hires in need of certification
	3. Review and Update Online Teaching Certification Outcomes
4. Online Course Development Internal Reviews
5. Elearning Toolkits
6. Open Discussion
7. Future Meeting Schedule
	1. First Thursday of each month from 2:30-3:30pm through Dec 2020