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| eLearning Coordinators’ Meeting |  |

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| Meeting called by: | Rozalind Jester | Type of meeting: | Monthly Meeting |
| Date: | February 22nd 2019 | Location: | Lee G-227 |
| Time: | 2:00 PM |  |  |

# Meeting Agenda

1. **Brief report from each coordinator**
2. **Update on Quality Matters Training**
3. **Update on Florida Online Course Quality Standards**
4. **Elearning Coordinators summer duties and scheduling**
5. **Course development procedures and CNA**