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| eLearning Coordinators’ Meeting |  |

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| Meeting called by: | Rozalind Jester | Type of meeting: | Monthly Meeting |
| Date: | 3/22/2019 | Location: | G-227 |
| Time: | 2-4pm |  |  |

# Meeting Agenda

1. **Spring 2019 Goals - Update**
	1. **Quality Matters Training Progress**
2. **Course Development Procedures Discussion**
	1. **Identify and list issues with current procedures**
		1. **Project timelines and deadlines (difficult to meet, staff resources scheduled)**
		2. **Scalability (cost of course maintenance, updates, new developments – time and money)**
		3. **Access to “Master Courses” (limited with current development model)**
		4. **Ownership of “Master Courses” (should the college own them?)**
		5. **First right of refusal on contracts**
		6. **Others?**
	2. **Develop recommendations for changes to the CNA to bring to Faculty Union and/or Faculty Senate for discussion.**
		1. **Benefits?**
		2. **Possible barriers?**
		3. **Challenges to overcome?**
3. **Future Meeting Schedule**
	1. **Next meeting April 26, 2019 2-4pm in G-227**