Present:	; Allyn Leon, Coordinator/Co-Chair		; Kathy Berry, Co-Chair	
	; Mary Jo Wainwright	; Martha Olea	Paige Lovitt	; Michael Heumann
	; Deirdre Rowley	Omar Ramos	Ralph Marquez	(Vacant/Faculty)

Consultants:

5. Evaluating new courses/faculty

   x College hour could be used to hold reviewing sessions; two week or a month before the due date to provide developers time to revise their courses if needed.
   x Allyn asked the committee for volunteers to participate in a team for evaluation
   x Members requested that the organizational process and resources be provided to assist faculty in p0 Tc 0 Tw pa0 Tc 0ing to t Tw ach online courses.

6. Evaluatng contnuing courses

   x A mechanism should be developed to assure that once the course is c0hTcin0sT0wTat0uctor continues to offer the course as designed.
   x Members felt there is a lack of knowledge on blackboard
   x Students also have a problem using the 24/7 blackboard customer serice

7. Training

   x The committee discussed using the college hour time to schedule t0 Tc 0aining sessions. Atlas may be used to help facilitate workshops.
   x Workshops should focus on external resources outside of textbooks.
   x SLOs will need to be assessed the same as withtcaface.
   x Members discussed the use of a required coulhad must be passed befo0 Tc 0e a student could en0 Tc 0oll in an nline cu0 Tc 0se. Since students will now be 0 Tc7(e)9(qui)5.1(r)-7.4(e)9(d t)2.7(o)1.8(ha)2.1(v)11.2(e)9.1( )-12(a an o0 Tc 0ientaton to college type cou0 Tc 0se my help students be m0 Tc 0e p0 Tc 0epa0 Tc 0ed to create a plar could include online course information.
   x Ways to facilitate student success discussed.

8. Testing

   x @ONE p0 Tc 0oblems discussed; requirments fo0 Tc 0 completng the t0 Tc7(a)20ining p0 Tc 0og0 Tc 0am a0 Tc
   x Allyn suggested supplementing with something local in addition to @ONE
   x Deirdre suggested crting a model course to provide as an example of what is expected.

9. Meeting time/day/loction

   x Allyn will email committee members to s up the meeting day and time.

10. Other