

**February 7, 2020  
1:30 pm - 2:30 pm  
PK 170**

## **MINUTES**

### **PRESENT**

- Carolien
- Metta
- Mary

### **WELCOME**

### **REVIEW AND APPROVAL OF MINUTES**

Minutes approved by Carolien with the addition of adding the Portraits.

### **OLD BUSINESS**

- GT ELITE Workgroup for spring 2020
  - Carolien, Instructional Associate
  - Tom, Instructional Designer
  - Mitch, PT FA Representative
  - Darren, Chair Representative
  - Metta, Library Representative
  - Mary FT FA Representative
- Carolien will follow-up to check on the status of:
  - Jon, PT Institute Representative
  - Metta, Library Representative
  - Matthew, PT Representative
- Confirmed
  - Carrie is not available for spring 2020.

Mary will check and confirm if everyone received the calendar invites for spring 2020.

### **NEW BUSINESS**

We would like to repeat 2 Workshops offered during Professional Week: **Inquiry Pronoun Use**, Sharon Anthony, Chip Gladson, Matt Colburn and **Writing Letters of Recommendations**, Christina Devlin. Carolien will follow-up with the presenters. Mary will check with Tom to ask if he will present on Creating a Webinar.

We would like to schedule the schedule the Workshops before the end of March 2020.

Additional Workshop Topics Discussed:

**Creating Virtual Classroom** – Carolien will ask Mitch to contact Matt Colburn for facilitating workshop on, Creating a Virtual Classroom (using Youtube).

**One Button Studio – Focus: How-to-Workshop.** The group discussed offering the One Button Studio workshop. Meta (Library) could offer a workshop on how to use the One Button Studio in combination with discussing presentation skills. Faculty will work on a lesson plan to integrate an assignment using the One Button Studio. Meta identified March 5, 1:00 p.m. -2:30 p.m.

Carolien will contact Tom to ask which of the **SET presentations** could be turned into a workshop for GT ELITE Workshop.

Meta discussed that she receives inquiries from faculty about OER's. Meta will contact Buddy Muse to request a workshop on **Open Education Resources (OER's)**; specifically, with a Q and A focus.

Carolien will contact Jon of the Part-time Faculty Institute for help with advertising of our workshops. Also, Carolien will ask Jon to pitch a call for presenters and or for workshop topics from the PT faculty.

The group discussed some other workshop topics for later in the semester:

**Digital Story Telling** - Idea for a workshop on how to create digital stories in addition to how to integrate it in your lesson plan.

**Rootbeer Roundtables:** Mary will check will Jill Kronstadt.

**Equity Summit:** Carolien will check to see if a workshop on the outcomes of the Equity Summit could be shared as GT ELITE Workshop.

The group brainstormed workshop themes to discuss at the next work group meeting, ADA informed pedagogy, Non-native English speakers – lessons learned, Henry Caballero and informal workshops on the basics of some foreign languages – Foreign Language Roundtable.

## **NEXT MEETINGS**

March 6<sup>th</sup>, April 3<sup>rd</sup>, May 1<sup>st</sup> and June 5<sup>th</sup>

## **ADJOURNED**