



## TP/SS WORKGROUP MEETING MINUTES

<b>Date:</b> 9-13-2018		<b>Start Time:</b> 10:15am		<b>End Time:</b> 11:15am	
<b>Presiding:</b> Diego Hernandez			<b>Recorder:</b> Tracey Smith-Bryant		
<b>Attendees:</b> Diego Hernandez, Tracey Smith-Bryant, Richelle Charles, Kevia Jones					
<b>AGENDA LIST/TOPIC</b>		<b>DISCUSSION AND RECOMMENDATIONS</b>			
Introductions		Diego gave an overview of workgroup functions and individual roles. Each attendee introduced themselves.			
Review ELITE Professional Day Conference attendance numbers		The attendance data was shared with the workgroup. Workshops that were well attended were identified. Each member identified a workshop presenter(s) to contact for a presentation at the Takoma Park/Silver Spring Campus. Richelle will contact the presenter(s) of Assessment Confusion and Duplication. Diego will contact the presenters of Beyond Academic Content: Easy to Teach kills for Academic Success. Tracey will contact the presenters of Digital Downside. Kevia will contact the presenters of Implementing Active and Collaborative Learning Techniques in Various Disciplines.			
Proposals for Workshops		Diego discussed sending an email introducing the faculty associates to the campus, which resulted in the request for workshops on specific topics. Three ideas were received through email that included registration/financial aid, Banner 9 demonstrations, and teaching fundamentals. After discussion, it was decided that the registration/financial aid would be best left for department meetings. Diego spoke with someone interested in teaching fundamentals and made suggestions. In a future date, the workgroup may explore classroom management. A few suggestions were submitted by workgroup members. Richelle suggested a workshop that looks at computer-human interaction. Kevia suggested a workshop that teaches interactive methods to teaching English concepts.			

Root Beer Roundtable	Discussions about the continuation of these round table meetings. Diego mentioned that they are not well attended. Ideas were tossed around about changing the dates and identifying the best times to meet. It was decided that this would be tabled for the moment until a viable time was identified, although the workgroup agreed that we could invite all presenters for ELITE workshops to consider the roundtable format.
TIDES	Diego discussed the creation of this monthly newsletter. ELITE is currently asking that the MC community share their teaching tips so to create a bank of ideas to share.
Other Business	We dismissed around 11:15am. We reviewed our assignments to reaching out to presenters. Reminded the group that presenters can request times as early as late September or early October. The group needs at least 10 days notification to prepare.