

October

- EDU105-Using eCompanion (\$195)-Oct 15 LaVonne enrolled (will determine if/who needs to enroll in this class)
- EDU101B-Teaching Online Courses (\$450) Oct 29-LaVonne enrolled
- Meet with Dr Heilman on Supervisory Skills Training (Set for Jan 3 & 4)

November

- Re-Survey (Mike—make arrangements with Amy Oelke)
- Julie, Mike & LaVonne look at re-survey data (Mike summarizing)
- Research how/who/what training needed for building monitors (LaVonne)
- Sub-team created to work on 6 required course module design
- Set up SMART classroom instruction (Barton-Gt Bend campus)
- eCollege Certification:
 - Janet-101A
 - Rick-101A
 - (both originally scheduled January)

December

- Start developing new employee orientation

January

February

- CRP and First Aid

March

April

- EDU106 Reviewing and Enriching Your Online Course – Wynn and LaVonne (\$900) March 24th

May