Tuesday 12/12/2017 TAGG Meeting Minutes

Present at the meeting: Paul Thomas Clements* Diane Depew* Karyn Holt* Kay Swartzwelder* Lisa, Aiello-Law* Lloyd Ackert* Rocky, Leland* and Rita K. Adeniran

- Discussed the need for a corresponding secretary for TAGG, volunteers for the role was solicited. Rita K. Adeniran volunteered and was appointed as the corresponding secretary effective today 12/12/17

- Karen Holt reported reaching out to the University Faculty Senate - about “LINKS” which means, to make resources and infrastructures that are available to face to face faculty to also be available to online faculty. Of significant importance is the ability for two-way communication. For example, the ongoing use of YouTube live streaming does not permit anyone in the online setting to comment or participate in any way. She reported contacting the chair of the faculty senate, Ludo Sheffer and Karen Goldsmith about the request for LINKS, waiting for next steps. Members suggested leveraging relationships and the support of other stakeholders within the university. Specifically, Lloyd and Rocky identified a four-member group they can follow up with to facilitate LINKS.

- Teaching and Learning Center will be stronger- if TAGG members get involved. TAGGers input is currently being solicited- it is recommended that TAGGers actively engage and contribute

- Diane Depew shared the outcome of the “Recommended Best Practices for Virtual Participation” workgroup document with meeting participants. Participants discussed the need to discriminate best practice based on the number of meeting participants (large or small), as well as appropriate areas for utilizing the document. It was decided that the Recommended Best Practices document focus on faculty meetings around the University, this decision was based on TAGG’s mission. It would also be available for anyone to adapt to their specific purpose and use, including classroom settings. The document was reviewed/discussed and enhanced by meeting participants. Diane plans to integrate input that was provided and resend the document for another level of review by TAGGers.

- Paul Thomas Clements shared the framework of how the Padlet completed by himself and Pat Ricco was structured. Pat is the moderator of the TAGG Padlet page. Meeting participants were receptive to the column structure/framework, including the welcome message from the moderator. They provided suggestions mainly for re-labeling the title of the columns and the need for additional resources. Paul Thomas will take feedback to Pat to include. The Padlet page is still work in progress, any idea to enhance the should be sent to this email: taggpadlet@gmail.com created by Paul Thomas for that purpose

- The next TAGG standing meeting falls on January 2nd, 2018, a university holiday, so the meeting is rescheduled for January 9, 2017. Paul Thomas will send a notification to TAGGers. The First Tuesday standing meeting will resume in February of 2018

- No new business was discussed. Meeting adjourned at 1:54 pm.