Ad Hoc Committee: Orientation Class
Meeting
Wednesday, July 1, 2009

Members Present: Lee Barrentine, Mary Beth Lancaster, Lyn Gill, and Carol Bates.

The Ad Hoc Committee is close to completing its objective of developing a 1-hour orientation class. The course is ready for review in Blackboard. Committee members will check Chapters and let Carol Bates know of errors. Also, additional supplemental materials for the course should be sent to Carol.

- Chapter 1 – Kelly and Lee
- Chapter 2 – Mary Beth
- Chapter 3 – Ann Lambert
- Chapter 4 – Carol
- Chapter 5 – Marilyn
- Chapter 6 – Ann
- Chapter 7 – Linda

Committee members not assigned to a particular chapter should review the course for the overall appearance and navigation and make any suggestions for improvement.

Mary Beth is working on the syllabus and will attempt to have it complete and e-mailed to the committee before our next meeting on July 15, 2:30, over IITS.

Respectfully submitted,
Carol Bates