

Ranking	Item	Item Team Lead	Team Members	Experts	Notes
1	<b>Student preparedness for flexible learning:</b> Getting the students ready to succeed in online, hybrid and flexible scheduled classes.	Holly			
2	<b>Learner Support:</b> Ensuring flexible students have access to support services such as writing labs, tutoring, etc. Also to address unique situations for flexible students such as text proxy	Craig			
3, 4,7	<p><b>Quality Instructional Design:</b> Providing faculty with resources and references such as Standards, Templates, Models, and Best Practices to help develop flexible classes</p> <p><b>Faculty Training:</b> Providing faculty training, resources and support to teach online, hybrid, accelerated and compressed courses. This training will be in both technical skills (e.g. blackboard) and soft skills (e.g. advising in a flex environment)</p> <p><b>Faculty/Student Communications:</b> Setting expectations and ensuring good communications between faculty and students</p>	Tina			Check with CQI Team dealing with Course Portfolios
5	<b>Marketing:</b> Letting students (and faculty) know about flexible learning				Craig to look at
6	<b>Technical Support:</b> For students and faculty for computer issues.	Mary & Craig			
8	<b>Registration/Enrollment:</b> Easy processes for students to enroll and register				Checking with another CQI team
9	<b>MATC to provide current technical Standards:</b> Setting standards for hardware and software requirements for faculty and students. Also, defining certain processes such as e-mail protocol.				Mary & Craig to look at
10	<b>Innovation:</b> To continue to be on forefront of technology and flexible learning				Leave for time being
--	<b>Bookstore Support:</b> Ensuring flexible students have access to texts and supplies				Possibility of Team #2 tackling
--	<b>Library Support:</b> Ensuring flexible students have access to library services				
--	<b>Student Advising:</b> Providing flexible students advising in both academics and career				
--	<b>Connectivity:</b> Assistance and information regarding connectivity				Mary & Craig to look at
--	<b>Motivation for Staff:</b> How to compensate and recognize additional work required for developing and delivering flexible learning options.				
--	<b>Training and Support for Support Staff:</b> Providing training and support for IT, administration and other staff members in support of flexible learning				Blackboard Academic Suite upgrade likely to take care of this. Craig to track