

ANGEL Team Minutes

Team Name	Support				
Date	07/22/08	Starting Time	2:10	Ending Time	3:30
Location	SSC277			Recorder	Linda Hendrick
Members Present	Vickie Taylor-Gore, David Hernandez, Charles Hendrick, Dale Longbine, Bill Siddens, Chris Brown				
Member Absent	D'dee Grove, Patricia Stevens				
Visitors	Patsy Lemaster				

Topics	Discussion, Information	Action to be Taken, Decision, Recommendation, Timeline
Members of the sub team	Each member introduced himself; Linda discussed the unique contribution each person brought to the group.	
Goals	3 identified deliverables: <ul style="list-style-type: none"> Each member of the committee learn Angel well Develop a strategy for support for students, faculty, ELC staff and an escalation protocol Develop a FAQ; populate the new campus knowledge base 	<ul style="list-style-type: none"> Request a sandbox from Angel Online research for support models at other schools Online research for FAQs at other schools Begin before next meeting
Timeline	Timeline phases from the Angel implementation guide were discussed. Discussed overlapping goals w/ some of the other sub teams.	
Brainstorming	Discussion on how we bring flesh to these ideas <ul style="list-style-type: none"> Must build confidence in the ELC and Angel Need in writing who is responsible for what Use a community on myAC to share information 	Be conscious of possible ways to build confidence while doing the research above Build myAC community and participate in message boards, file sharing ,etc.
Meeting frequency	Discussed frequency of meeting; hope to replace some meetings w/ dialog in myAC	Next meeting 08/05/08 at 2 PM in SSC 277. Send appointment