

# 01-20-10 Conference Call

## Call Agenda

1. Discussion of Virtual Working Session plans with Clay Fenlason
  - a. <http://www.sakaiuxframework.com/>
2. Continued discussion on defining [Themes and Activity Workflows](#)
3. Continue work to finalize Virtual Working Session logistics
  - a. Times for both days: 12 Noon EST to 7 PM EST
  - b. Pre-Events Activities:
    - i. Form Teams
    - ii. Provide new participants with background to ramp up on
  - c. Virtual Working Session Objectives:
    - i. Categorization of Learning Capabilities (which requires defining Theme and Activity Workflows
    - ii. Identification and closing of "gaps" in current capabilities
    - iii. Development of a "self sustaining" or "living" document that can continue to grow on its own
  - d. **Day One DRAFT Agenda (2/4)**
    - i. 12 - 1 PM: Welcome, introductions and session plan review (including review of Learning Capabilities Spreadsheet) - Buffer time to allow for technical issues, etc. to be addressed
    - ii. 1 PM - 2 PM: Whole Group Discussion on Themes and Workflows and Team Assignments
    - iii. 2 PM - 4 PM: Team Work
    - iv. 4 PM - 4:30 PM: Whole Group Check-in (are we all on the same page still?)
    - v. 4:30 PM - 5 PM BREAK
    - vi. 5 PM - 6 PM Team Work
    - vii. 6 PM - 7 PM Team reports and End of Day Check In
  - e. **Day Two DRAFT Agenda (2/5)**
    - i. 12 - 12:30 PM Whole Group Check in and Review of Team Assignments
    - ii. 12:30 - 2:30 PM: Team Work
    - iii. 2:30 - 3 PM: Whole group check-in
    - iv. 3:30 PM - 4 PM BREAK
    - v. 4-5 PM: Team Work
    - vi. 5-6 PM: Teams report out
    - vii. 6 - 7 PM Whole Group Debrief and discussion of next steps