BASIC SKILLS COORDINATOR’S AND MANAGERS
OCTOBER 2014 TELEPHONE MEETING

LeBaron Woodyard,
Dean, Academic Affairs
Chancellor’s Office

October 9, 2014
12:00 PM – 1:00 PM
Audio Setup

If you are listening over the telephone, click the telephone handset icon.

If you are listening over your computer, adjust the volume with the slider.
Chat Messages

If you have a question during the webinar, please type it in the chat window, preface it with ???, and raise your hand. This will help streamline the question and answer process.
Participant Interaction

- **Emoticons**: Emoticons automatically disappear within seconds.
- **Step Away**: Click once to step away, click again to return.
- **Hand Raise**: Click once to raise your hand, click again to lower.
- **Poll Response**: Options for Yes, No, and None.
Closed Captioning

Captioner adds icon to the session. Click CC icon to view Closed-Captioning window.

Audio & Video

Talk

Video

Make background and font changes here.

Each time you close the Closed-Captioning window a new transcript is started, so only the captions that were entered since the last time you opened the window will be saved.
Save Chat or Whiteboard
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Agenda

- Meeting ground rules, chat window, questions, meeting feedback survey, etc.
- Introductions of staff
- Status of Barbara Illowsky’s replacement
- Role of new Basic Skills Specialist position
- Future ability to work in the Chancellor’s Office
- Basic Skills Coordinators Meeting Schedule for 2014-15
- Purpose of today’s webinar
- Basic Skills Allocation for 2014-15
- Basic Skills prior year allocations
- Basic Skills Coordinators certification/recertification
- Basic Skills web page redesign and input process
- Elevation of Career Development College Preparation Programs to the credit rate
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Questions?