**LPG MINUTES**

**Date:** Thursday, November 21, 2024

3:15PM – 4:00PM

**Location:** Library L-215 / or <https://4cd.zoom.us/j/89357375999>

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| **Topic/Activity** | **Lead** | **Time** | **Discussion, Action, Follow-up** |
| 1. No welcome, announcements, or public comments made. 2. The team reviewed and approved the 11/21/24 agenda | Erlinda/Justin | 5 | Report out/Action |
| 1. **Focused FLEX & AI Training Spring-2025**   Outline Next Planning Meeting  The DE team will meet again on 12/2. They have already outlined the agenda of speakers (Emma Rodgers as guest presenter) and prepared hands-on “hack-a-thon” style training lessons where faculty and staff will explore Regular Substantive Interaction focused tips, tricks, and features via Canvas.   1. **Review Variable FLEX Proposals**   Special Projects Flex - Tutoring Models. Dabney Lyons has already turned in research results and her dean has reviewed and approved her findings. Follow-up will be necessary to ensure that up to 10 flex hours are submitted via Grow.  Auburn University’s Teaching with Artificial Intelligence online course is being coordinated by Caitlin Mitchell. The LPG team is all-in favor of approving up to 10 hours of individual flex credit for participants of this Special Project.   1. **Review Flex Week Timeline**   The team reported that there are only just over  a dozen flex proposals that have been submitted. Therefore, the Spring 2025 Flex Week Reminder date will be sent out via email by the end of this day (11/21/24), highlighting the deadline of November 27. | Erlinda/Justin/All | 25  5  5 | Discussion/ Action |
| 4. Adjournment – at 3:55pm. |  |  |  |