Meeting Minutes—January 31, 2008

10:10 a.m. - 2:05 p.m.

In Attendance: Rahel Woldehanna, Matthew Mariani, Kim Monti, and Kim Amin

Old Business:

- Approved agenda for January 31

- Approved minutes from January 29

New Business:

- Task Updates
    - Client update – Kim A. reported that Shaungbao couldn't make the meeting with Mike B. next week
    - Tech update – Matthew will make revisions to the team website based on the changes to the mission, goals, and roles and responsibilities

- Additional review of Blackboard features, specifically the group areas for synchronous and asynchronous collaboration.

- Design Research paper – Couldn't access articles from home. Reviewed articles in lab and split up articles for everyone to review.

- Continued reviewed personas/user roles. Combined personas under user roles and refined intentions.

Action Items

- To familiarize ourselves with Blackboard, team will use Blackboard groups area to collaborate on the group paper that Brenda wants team to complete.

- Team will review assigned design research articles (see wiki on assignments) and post notes on each in designated area in Blackboard to discuss on 2/5.

Next Meetings

- Next Team meeting Tuesday, February 5, 2008 at 10:00 am

- Meeting with Mike B., Tuesday, February 5, 2008 at 1 p.m., Krug Hall