

**Trusted Learning Environment Workshop
 with Steve Smith, TLE Consultant**

February 19, 2018

ISC – Boardroom

8:00am – 4:00pm

Agenda Items

Time	Session	Participants
8:00am – 8:30am	Welcome and Overview	All
8:30am – 12:00pm	Vetting online services for data privacy and security	Instructional Technology – Becky Cook and Steven Stone Technology Services – Frankie Jackson, Larry Barrios, Kim Bowlin, Michelle Campos, James Costello, John Crumbley, Jay Johnson, Jennifer Miller, Eric Pina, Paula Ross, Scottie Stevens
12:00pm – 12:30pm	Lunch	
12:30pm – 2:00pm	Educating employees regarding the vetting process for online services	Instructional Technology – Becky Cook and Steven Stone Professional Development – Glenda Horner Technology Services – Frankie Jackson, Larry Barrios, Kim Bowlin, Michelle Campos, James Costello, John Crumbley, Jay Johnson, Jennifer Miller, Eric Pina, Paula Ross, Scottie Stevens
2:00pm – 3:30pm	Preparing contract language and data sharing agreements	Financial Services – Karen Smith Instructional Technology – Becky Cook and Steven Stone Technology Services – Frankie Jackson, Larry Barrios, Kim Bowlin, Michelle Campos, James Costello, John Crumbley, Jay Johnson, Jennifer Miller, Eric Pina, Paula Ross, Scottie Stevens
3:30pm – 4:00pm	Conclusion	All