

# **Teaching and Learning with Technology Collaborative**

## **Meeting, December 15, 1999**

### **Draft Agenda:**

- 10-11a.m. Informal Discussion
- 11-11:30: Updates
- 11:30-12:15: Review Mission and Goals
- 12:15-12:30: Break
- 12:30 – 1:00 pm: Review Governance Document
- 1:00 – 1:15: Break
- 1:15 -1:45pm: Performance Metrics/Assessment
- 1:45 - 2:00pm: Wrap-up
- 2-2:30pm: Additional Discussion:  
Staff Location, Portal

### **Documents:**

- Vision and Primary Service Goals document
- Mel's Notes Re: Vision and Goals
- Draft Governance Document
- Draft Metrics Document
- Executive Director position

## UPDATES:

Executive Director Position (attached): should be publicized 12/15  
Governance Status: (attached) Work Group and Dave Edwards have reviewed.

PDAC/TLT: Initial discussions between Diana Oblinger and Gretchen Battaille.

Carolina Teaching Colloquy considering morphing into an Association of Teaching & Learning Directors.

Faculty Assembly (Keith Howell meeting): concerns about Academic/IT separation between teaching & learning.

Interest in wrapping a TLT symposium around the Faculty Assembly meeting in April

TLT Roundtable: Steve Gilbert visit to NC State 2/9 and 2/10. Any interest in additional time with Steve Gilbert if that can be arranged?

New Instructional Technology positions – UNC G, ECU, WSSU.

Suggest a facilitator for the Mission and Goals discussion.

## Today's Goals

Sufficiently define the mission, goals, governance and performance metrics so that we are able to put everything together this week into a finished proposal to be submitted to Diana Oblinger by 12/22 with a request to take any necessary additional review steps and submit to the President for implementation.

### Timeline:

Teleconference Friday 12/17 for any final discussion/issues.

Friday 12/17 - get the proposal back out to the Work Group

Tuesday 12/21 - all comments to come back.

Wednesday 12/22 – proposal to Diana

## Mission and Goals

Mel's notes to start off a review of the document.

### Governance Document, Dave Edwards' observations:

Instead of Charter, the document should be titled Statement of Mission and Governance Structure of the UNC TLT Collaborative, or something similar.

Once work group approves, this should go to Diana Oblinger for review. She will then take other appropriate review steps and submit to the President with a request to send out as an Administrative Memorandum.

Vision statement and Goals should be incorporated from the Vision and Primary Service Goals Document.

### Board of Directors section:

Alternative relationships between VP and campus reps: Governing Body consisting of the VP and a Board of representatives, or VP to chair the Board.

Each campus shall have a representative, "nominated by the respective Chancellor to the UNC President" OR "appointed by the respective Chancellor."

Reports should be submitted only to the VP for UNC Information Resources who would then send these out as appropriate.

### Oversight

Dave suggested that the lines between the VP and the Board should be solid lines to indicate the strength of this relationship and expectation that these will be working closely together on oversight.

Also there would be clearer reporting if the Board was advisory to the VP in all cases. The issue is the relative authority of the Board in relation to the VP and the Chancellors.

Relation between Board and Executive Director may need more up-front clarification in terms of program planning and management.

Reports should be submitted to the VP who is responsible for distributing these.

### Decision-making and Conflict Resolution

Dave did not think that this was necessary. VP should be expected to resolve problems, and if not, there are “normal channels.”

### Organizational Charter (lose the word Charter)

This should be at the beginning.

President could announce the organization with no term, could specify a period subject to continuation, or simply stated to serve for X years. (Suggest 6 years subject to continuation, and I will check whether we can go past the 3 years that are funded)

### Other:

Do you want to suggest any wording in the Memorandum that suggests the criteria for nominating Board Members?

Dave will do cleanup for a Memorandum

### **Performance Metrics**

10 minutes to brainstorm what you will want to see from the Collaborative in the first year, first 3 years, and what measurable outcomes we want to include in the report or in the accompanying memo.