

UNC TLT Collaborative
Board Meeting Minutes

November 12, 2001

10:30-12:00

Videoconference

Present:

Ray Purdom, Chair (UNCG)

Sallie Ives (UNCC)

Henry Schaffer (NCSU)

Laura Rogers (UNCW)

Derrick Wilkins (ECSU)

Tom Jackson (UNCP)

Steve Breiner (ASU)

Kathy Thomas (UNC-CH)

Tamrat Mereba (proxy for Rodney Harrigan NCA&T)

Ben Coulter (WCU)

Akbar Aghajanian (FSU)

Betsy Brown (Division of AA, UNC-OP)

Carroll Varner (ULAC)

Frank Prochaska (Executive Director, UNC TLTC)

Hilarie Nickerson (UNC TLTC)

JoAnn Pearson (Alliance)

Absent:

Margaret Mertz (NCSA)

Joyce Williams-Green (WSSU)

Kern Parker (UNCA)

Sandra Huskamp (ECU)

Ray Purdom called the meeting to order at 10:30 AM

Oct 19, 2001 minutes

Corrections to two misspelled names were noted and the minutes were approved.

New Board member

The Board welcomed a new member: Ben Coulter, Director of Instructional Technology from Western Carolina University.

Updates

Budget

There are no budget figures available yet, but the numbers should be available in a week to ten days. The Board agreed that when the figures are received, the finance committee will review the budget and examine any additional requests then make a recommendation at the December Board meeting regarding the TLT budget for this fiscal year.

Alphanumeric contract

New guidelines for securing outside contractors will be put in place. More information about the guidelines and how they will affect us will be provided at the December meeting, however it is believed the new guidelines will aid us in realizing some savings and will be more competitive.

Todor's contract expires December 21, 2001. Frank will inquire whether a request for contract programming can be pooled with IR and the Alliance. The Board agreed that an effort should be made to retain the contractors already in place. Frank noted that we are not required to take the lowest bid providing the higher bid can be justified.

A question was raised regarding whether Todor's work is fully documented. It was mentioned that a document standards proposal has been put forth. The POC will address this issue.

E-learning Initiative

A final report should be released the end of this week. After its release, Robyn and Gretchen will meet and gather feedback from stakeholders. Robyn and Gretchen will be at our next meeting to talk about the E-learning initiative. The TLT will be called upon to provide some support for the initiative. Frank urged all Board members to read the report as soon as it is available and to provide feedback to Robyn and Gretchen.

NLII

Frank submitted a proposal for a paper presentation for NLII.

Web Accessibility Steering Committee

Frank has been appointed to the Web Accessibility Steering Committee. He will provide a report on the committee at the December meeting.

Bylaws Committee

- Because section VII is new, the bylaws committee directed the Board's attention to section VII for close review.
- It was noted that section V-C and VI-A are the same.
- Some rewording of the document was suggested.
- A new draft of the document will be available for review before the December meeting. We will vote for approval of the document at our December meeting.

2001-02 Project Planning

Steve stressed that a project planning process is crucial to the TLT, and suggested that a planning process should be in place by spring 2002.

Symposium on assessment

Although no decisions have been made on a possible symposium on assessment, Laura suggested that it might include:

- A day-long conference to discuss the topic (perhaps done via teleconference due to the lack of travel funds)
- Support through online resources
- A collection of resources/tools

Laura asked that the Board provide comments to the PAC so the PAC can put forth a symposium proposal at the December Board meeting.

MERLOT

- MERLOT can send a trainer at no cost (other than travel).
- Ray and Sallie will explore the possibilities of what should be included in the training day.
- MERLOT trainers are available January 10 and 11, Hilarie asked Board members to send email to her indicating the best date.
- Multiple people from each campus can attend the training.
- The tentative location will be at UNC-G

TLT Conference

- Hilarie will chair the planning committee
- José has agreed that a combined conference with the Faculty Peer-to-Peer conference is a good idea, and planning is moving forward.
- The Faculty Assembly will manage the faculty peer-to-peer track.
- Other major areas for discussion at the conference might include: Distance education, collaborating for economic benefit (using tlt as a means to stretch \$\$)
- It was agreed that the conference be held in May and that the use of dorms be explored as an alternative to hotels for accommodations.

Other Business

Frank and Robyn met with Blackboard in Washington DC, and will hold similar meetings with WebCT and Eduprise. That information will be used to make decisions in the context of the E-learning initiative.

Next Meeting

The next meeting will be held via videoconference on December 10 from 10:30-12:00

The meeting adjourned at noon.