

Teaching and Learning with Technology Collaborative Board Meeting

April 9, 2003
2:00pm-4:00pm
Videoconference

Present:

Board Members

Steven J. Breiner (ASU)
Brenda Shaw (NCCU)
Margaret Mertz (NCSA)
Bruce Clark (proxy for Dr. Rodney Harrigan) (NC A&T)
Sharon Pitt (NCSU)
Kathy Thomas (proxy for John Oberlin) (UNC-CH)
Sallie Ives (UNCC)
Ray Purdom (UNCG)
Tom Jackson (UNCP)
Beverly Vagnerini (UNCW)
Joyce Williams-Green (WSSU)

Others

Henry Schaffer (NCSU)
Jose D'Arruda (Faculty Assembly)

TLTC Staff

Hilarie Nickerson (UNC TLTC)
Laura Rogers (UNC TLTC)
Frank Prochaska (UNC TLTC)
Andrea Eastman-Mullins (UNC TLTC)

Absent:

Sandra Huskamp (ECU)
Derrick Wilkins (ECSU)
Arasu (Nick) Ganesan (FSU)
Pat McClellan (UNCA)
Benjamin M. Coulter (WCU)

Ex Officio Board Members

Robyn Render (OP-IR)
Betsy Brown (OP-AA)
Mary Reichel (ULAC)

Welcome and Call Roll; Approve Minutes of March 12 Videoconference

- Joyce called the meeting to order at 2:00pm.
- March 12th Minutes will be reviewed at the May 16th meeting

Executive Director Report

New project

- 5 WebCT campuses have begun the process of considering the move to WebCT Vista.
 - Western
 - Appalachian
 - UNC-Asheville
 - Charlotte
 - Wilmington
- Robyn has asked Tom Warner and Frank to facilitate discussions between campuses and WebCT. These campuses are considering the purchase as a group because Vista allows one campus to host for the others. The process is just begun, Frank will report as it progresses.
- NC State has just made the decision to move to Vista within the next couple of years; they will host their own WebCT Vista site.

Conference Feedback

- By all feedback the TLTC staff and Office of the President heard, the conference was a huge success. There was positive feedback from a number of sources.
- Frank thanked Board and others for supporting the conference.
- There were 292 attendees, increase of 24% over last year (235).
- Registration of over 300, but there were about 15 no-shows.
 - We'll have to decide how to deal with no-shows next year. Need to get a better head count for meal planning. There was the same percentage of no-shows last year.
- \$80 two-day /\$40 one-day registration fee seems to be close to the correct number in terms of covering food costs.
- Allocated \$80,000 for the conference from the TLTC budget, thus far it looks like we will spend \$72,000 out of the operating budget.

Budget

- State office announced 2% budget reversion for this year. TLTC will need to revert 2% of budget, about \$14,000. There was about \$8,000 saved from conference. This along with another \$6,000 will comprise the 14K reversion. This is in addition to the \$13,568 listed as 2% of total budget spent on the budget spreadsheet distributed.
- Other budget spending is underway

Collaboration Consultant

- Frank emailed Vicki Suter last week, but Frank still has not heard back from her regarding consultation on collaboration tools.

Establishing Interest Groups (Laura)

- Interest groups included in conference program.
 - Interest group sessions at the conference were videotaped.
 - Data will be gathered from the tapes.

- A facilitator is needed for each interest group
- A TLTC staff member will work with each group
- Listserv should be set up for each group
- Workspace/document sharing space
- The Interest groups are:
 - Blackboard
 - Distance Education
 - e-Learning Pedagogy
 - e-Learning Support
 - IT Professional Development (instructional technology)
 - Librarians
 - TLT Assessment
 - Web Accessibility
 - WebCT

Process:

- Define the scope of the interest group
- Determine UNC needs/issues
- Develop facilitative structure
- Identify appropriate resources
- Develop professional development resources
- Assess participant satisfaction
- What are the key concepts that define this interest group?
- What are the topics and activities

Next Steps-roles

- Interest Group Facilitators: Responsibilities? Recognition/reward
 - Recognize at the conference each year
 - Provide support

Next Steps-format

- Video conferences
- Online discussion
- Regional meeting
- State-wide meeting

Discussion

- How should we get people involved in the interest groups? A listserv will be set up to broadcast information to the campuses.
- Librarians will have first face-to-face meeting at NCLA conference in September
- Jim Sadler will share info with Distance Ed group
- Some groups will overlap
- Will interest groups be listed on web site? Yes, there will be an area on the TLTC web site.
- There may be sub-groups in each interest group
- Board members should contact TLTC staff with any additional ideas suggestion
- Laura will send out a list of interest groups with more information

Portal Oversight committee (Ray)

- Need has been established for a half time technology person to support TLTC website and portal
- There is a draft of the position that will go back to the POC
- Frank will talk with Will Adkins to further refine duties and responsibilities
- Committee was comfortable with either EPA or SPA appointment

Debriefing on Spring 2003 UNC TLT Conference and Initiate Planning for Next Year

Strength/Weaknesses to inform planning for next year's conference-Discussion

- Hold workshops throughout the conference, not just Saturday?
- Easier to promote conference to faculty if the program is out a month or so in advance
- Staff is already talking about getting process kicked off this spring or summer
- Workshop schedule should also be up earlier
- Length of time 2.5 days would be great. Maybe even 3 days?
- Participants may need to be coached to be able to deliver the points in a short period of time
- Feedback thus far suggests that 2 days is the correct amount of time.
- Missed having a wrap-up banquet on Friday night
- Comments made here will be combined with comments made at the web site to aid in program planning.

Frank asked board members:

What about having the vendors there?

- Vendor funds might be able to be used for an evening banquet.
- Hilarie said that very few people mentioned the vendors through the web site.
- Sharon received generally good response from her staff regarding vendors at the conference
- Hilarie will bring back information from her experience on the MERLOT program committee

Regarding hiring conference coordinators (YCC)

- TLTC staff didn't have to worry about the logistics at the facilities
- TLTC staff benefited from their expertise. Will want to use conference planners again next year.
- Conference coordinator saved us money on food costs by careful oversight and negotiations (between 5K and 6K).

Has anyone heard any feedback regarding room payments?

- Sally: Seemed to work out great, no problem getting back and forth.
- Sharon: Two people had a problem with room payment. Frank will follow-up.

Next year, should we consider to try to have some sessions geared towards beginners in the area of TLT. (elementary workshops?)

- Steve: Heard several supportive comments from people
- Henry: Also heard comments. Tutorials?
- Sharon: Orientation session might be useful

Frank thanked Ray for his support of the conference.

Joyce commended Frank and TLTC staff for conference work.

Macromedia License Opportunity – Tom Warner

- Macromedia is changing licensing agreements and becoming more aggressive in partnering with Universities.
- Tom has collected information regarding Macromedia product use on the technical side, and has sent a request to TLTC Board members through Frank for more information on the academic side.
- He hopes to provide Macromedia with profiles that could promote UNC and their use of Macromedia products.
- He'd like to work with Macromedia to see if we can enhance the use of their products
- Macromedia seems to be concentrating on the academic sector
- Macromedia could do a 'customer day' to inform use of product and guide purchasing
- Is there a way to roll points of recent campus purchases into system-wide initiative? If not on purchase, then perhaps on the renewals.
- Frank sent an email mentioning 5 areas for which Tom would like feedback. Board members are asked to respond by April 15. Frank will resend the message to Board members.
 - Tom will put together lists of people using products.
 - Tom can put together a grid listing the responses that he gets from the campuses
- Tom asked for input from Board members for any other vendors that his office should contact: RedHat, WebCT, Blackboard, Adobe

New Business

- Joyce wanted to make certain that the Board is aware of Sharon's promotion: Associate Vice Provost for Distance Education and Learning Technology Application
- The next meeting will be a face to face on Friday, May 16 at GA

The meeting adjourned at 3:30