

**TLTC Board Meeting**  
**Wednesday, March 10, 2004**  
**2:00 PM – 4:00 PM**  
**Videoconference**

**Present:**

**Board Members:**

Steven J. Breiner (ASU)  
Sandra Huskamp (ECU)  
Velma B. Blackmon (ECSU)  
Bruce G. Clark (proxy for Rodney Harrigan) (NCAT)  
Brenda Shaw (NCCU)  
Henry Schaffer (proxy for Sharon Pitt) (NCSU)  
Kathy Thomas (proxy for John Oberlin) (UNC-CH)  
Ray Purdom (UNCG)  
Beverly Vagnerini (UNCW)  
Linda Venturo (proxy for Lee Rayburn) (WCU)  
Glen A. Holmes (WSSU)

**Ex Officio Board Members:**

Mary Reichel (ULAC)

**TLTC Staff:**

Frank Prochaska (UNC-TLTC)

**Absent:**

Arasu T. (Nick) Ganesan (FSU)  
Jill Lane (NCSA)  
Patricia P. McClellan (UNCA)  
Sallie Ives (UNCC)  
Maurice C. Mitchell (UNCP)  
JoAnn Pearson, (OP-Alliance)  
Betsy Brown (OP-AA)  
Yogi Kakad (Faculty Assembly)  
Hilarie Nickerson (UNC-TLTC)  
Andrea Eastman-Mullins (UNC-TLTC)  
Laura Rogers (UNC-TLTC)

**Welcome and Roll Call**

Steve called the meeting to order at 2:05pm

**Approve minutes of February 6 meeting**

- The approval of the minutes is tabled until the next Board meeting

### **Executive Director Report (Frank)**

- e-Learning Policy Council
  - Composed of CAOs, CFOs, CIOs from 12 of the campuses, plus ex officio members from UNC-OP
  - Charged with trying to address e-learning policies across campuses that could affect e-learning
  - 4 workgroups
    - Tuition and Fees
    - Multi-campus Programs
      - Look at issues affecting campuses that are working together
    - Infrastructure Standards
      - Support issues
        - Help desks
        - Library issues
    - Faculty Issues
      - Frank and Betsy in this group
      - Looking at all issues involving faculty and e-learning

### **Spring 2004 Conference Update (Frank)**

- Preparing for TLT Conference next week in Charlotte
  - 243 people registered thus far
    - Some presenters have not yet registered
  - Last year: 292 Attendees
  - Sallie and Steve conducting work sessions for people involved in the Large Course Redesign project
  - 140 presentations (90 presentations last year)
    - Concurrent sessions
    - Posters
    - Demonstrations
    - Workshop and seminars
      - Larger number, spread out over the 2.5 days
      - Frank expressed thanks to UNC-Charlotte for arranging for facilities for the workshops
  - Range of level in presentations and workshops: lower level to higher level
  - Will be a Librarian track
  - Distance Learning Forum will be meeting in conjunction with our conference (8 am on Wednesday)
  - Final program will be posted on the website soon
  - Conference budget
    - This year's conference is going to be more expensive than last year's
    - May spend \$40K more than last year
      - Large increase in percentage of attendees who are staying in hotel rooms due to switch from Greensboro to Charlotte
      - A/V expenses are \$11K-\$12K more expensive than last year
        - President Broad will be addressing via teleconference

- As we increase the number of sessions, the AV costs increase
  - Conference management is costing more than last year
  - Frank is confident that we can pay for it out of our budget, but will have to tap the \$25K that we set aside for reserve
  - Frank recommended that at our next videoconference, we re-examine our conference, and begin to set up a plan to deal with increasing expenses
  - This year's conference manager will help us identify dates and places for next year (2005)

**Survey of Academic Software (requested by Faculty Assembly) (Frank)**

- At the last meeting, the Faculty Assembly approved the questionnaire
  - Frank sent Board a copy of the survey
  - The survey will be sent to chairs through the Provosts at each campus

**Online Student Evaluations**

- Betsy has received inquiries concerning whether any campuses are using an online student evaluation process
  - We will put this on the agenda for the April 14 meeting

**New Business**

- Sandra will be moving to College Park, Md., as Jeff has accepted the position of CIO there
- Frank reminded Board members to check the conference registration list against people they expect to attend from their campuses

**Adjourn**

- The meeting adjourned at 2:40