

TLTC Board Meeting
Wednesday, April 14, 2004
2:00 PM – 4:00 PM
Videoconference

Present:

Board Members:

Steven J. Breiner (ASU), Co-chair
Sallie Ives (UNCC), Co-chair
Velma B. Blackmon (ECSU)
Arasu T. (Nick) Ganesan (FSU)
Brenda Shaw (NCCU)
Jill Lane (NCSA)
Sharon Pitt (NCSU)
Kathy Thomas (UNC-CH) (proxy for John Oberlin)
Ray Purdom (UNCG)
Maurice C. Mitchell (UNCP)
Beverly Vagnerini (UNCW)
Traci Settlemyre (WCU) (proxy for Lee Rayburn)
Glen A. Holmes (WSSU)

Collaborative Board Member Emeritus:

Henry Schaffer

Ex Officio Board Members:

Betsy Brown (OP-AA)
Yogi Kakad (Faculty Assembly)

TLTC Staff:

Frank Prochaska (UNC TLTC)
Andrea Eastman-Mullins (UNC TLTC)

Guests:

David MacIntosh (UNCC)

Absent:

Sandra Huskamp (ECU)
Bruce G. Clark (NCAT) (proxy for Rodney Harrigan)
Patricia P. McClellan (UNCA)
JoAnn Pearson (UNC Alliance)
Mary Reichel (ULAC)
Hilarie Nickerson (UNC TLTC)
Laura Rogers (UNC TLTC)

Welcome and Roll Call

Steve called the meeting to order at 2:00

Approve minutes of February 6 and March 10 meetings

- Minutes of Feb. 6 meeting approved as submitted
- Minutes of March 10 meeting approved as submitted

Executive Director Report (Frank)

- Officers election
 - Time to reappoint Board members
 - Letter to Chancellors will go out soon; Chancellors should respond by middle of May
 - We will hold election for Board Chair at the May 26 meeting
 - We will elect other members of Executive Committee at the first meeting next year.
- Two meetings in May
 - Wednesday May 12, 2-4 video conference
 - Wednesday May 26, in person from 10-3 at GA
- e-Learning Policy Council has not held another meeting
- Frank is a member of the UNC-NC Community College System e-Learning Steering Committee
 - Charged with pursuing collaborative opportunities
 - Meet first time April 19 (Note: Date changed to May 10.)
- WebCT system-wide perpetual license project: discussions still moving forward, but funding source is still uncertain until summer
 - Some will meet with legislators to discuss this
 - NC State is upgrading to a campus perpetual license
 - Should look at collaborative training opportunities on Vista
 - Ray suggested that the Bb Interest Group should have similar conversations for the Bb Content Management System
 - TLTC staff will plan Vista as well as Bb Content Management System meetings this summer. Frank will raise these issues with the joint UNC-NCCCS committee.
- Blackboard
 - Bb interest group working on setting up a video conference to discuss licensing
 - All campuses will be notified
- Annual MERLOT editors meeting to be held at UNCG
 - May 22
 - TLTC staff is trying to set up a video conference with Gerry Hanley
 - Likely happen May 21 or May 24
 - Ray suggested that the meeting could take place at UNCG
- Large Enrollment Course Redesign project (Sallie)
 - Two work sessions at the conference were well attended; there is continuing interest at 10-12 institutions
 - Sallie has created a website to distribute materials
 - www.unctlt.org/tlt/projects/redesign

- Steve to send email to teams to check status and find out what kind of activities would best support the process.
- Likely to have a couple of course proposals by the end of the summer; looks like ECU is the furthest along.

Discussion on 2004 and 2005 TLT Conferences

- Getting online evaluations back
 - Thus far, responses are very good
 - All comments received will be listed on the results site
- The conference grew by 13%, 333 people attended the conference
- Came in over budget. Added complexity equals increased expense
- 140 presentations this year; 2 years ago we had 65 presentations
- Frank reviewed the budget notes that he distributed via email (see document for details)
 - Frank suggested that we move forward this way
 - Make sure we expend the entire state budget
 - Maximize the amount of dollars carried forward in trust account
 - Frank believes we can carry forward 10-15K in trust fund
 - Whatever we have leftover in state funds will go to MERLOT
- Timeline (sent out to Board via email) indicates conference planning to begin now
- **Motion:** Upon recommendation of the Finance Committee, the Board approved the motion that the unallocated reserves (\$25K) be used to pay for the conference
- Frank asked Board for a debrief of this year's conference
 - Board discussed feedback from this year's conference
- Frank directed the Board's attention to the planning timeline sent out this week
- Frank asked the Board to think about strategic issues (size and participation) for discussion at the next Board meetings on May 12 and May 26.
- Executive Committee plus Ray and Yogi agreed to serve as a Conference Planning Committee

Online Student Evaluations (Betsy)

- NC State has developed a tool that can be deployed University-wide
- UNC-Charlotte will do a pilot in Fall 2004; committee is in place to investigate
 - Currently use an email-based system for elections
- UNC-CH has begun investigation
- UNC-Pembroke has been doing this for a year
 - Outsourced to a company that links to the Bb course
- WCU has developed an assessment site for distance learning students (more labor intensive). It's working but they are looking for something easier.
- ASU –pilot online this semester (Chemistry) through WebCT
- WSSU- pilot this semester with a PDA application.
- Need for formative and summative evaluation
- Assessment interest group will take lead on how the TLTC should proceed
- Steve suggested we reserve time on the agenda at next video conference for additional discussion
 - Those interested should join the assessment interest group

New Business

- Henry updated on MERLOT: item submitted just over a year ago (April 8, 2003) has just been accepted for review

Adjourn

- The meeting adjourned at 4:00