

**TLTC Board Meeting**  
**Tuesday, November 18, 2003**  
**10:00 – 3:00**

**Chapel Hill, Center for School Leadership Development (Room 128)**

**Present:**

**Board Members:**

Steven J. Breiner (ASU), Co-Chair  
Sallie Ives (UNCC), Co-Chair  
Steve Duncan (ECU)  
Brenda Shaw (NCCU)  
Jill Lane (NCSA) - via phone  
Sharon Pitt (NCSU)  
Kathy Thomas (proxy for John Oberlin) (UNC-CH)  
Ray Purdom (UNCG)  
Maurice Mitchell (UNCP)  
Beverly Vagnerini (UNCW)  
Traci Settlemyre (proxy for Lee Rayburn) (WCU)

**TLTC Staff:**

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

**Special Guests:**

Henry Schaffer (NCSU)  
Susan Keely (NCSA)

**Absent:**

Velma Blackmon (ECSU)  
Arasu (Nick) Ganesan (FSU)  
Bruce Clark (proxy for Dr. Rodney Harrigan) (NC A&T)  
Pat McClellan (UNCA)  
Glen Holmes (WSSU)

**Welcome and Introductions**

- Steve called the meeting to order at 10:05
- Steve introduced Steven Hopper, the new TLTC Information and Technology Coordinator

## **Approve minutes of October 8 Videoconference**

- Minutes approved as submitted

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

- Budget:
  - 2% reversion looks like it will happen, so TLTC will allocate 2% for the reversion
  - Because not quite all of the funds allocated to establish Steven's position were needed, the balance will be returned to TLTC budget
  - A late invoice for Todor arrived (from March 03) in the amount of \$11K; we negotiated to pay only half of that because the invoice came in so late.
- TLTC CDs are beginning to be distributed
  - Copies were given to CAOs on November 10
  - Board members will receive copy today
  - Copies will be sent to the Chancellors soon
- Frank is now being asked to speak to international visitors who visit Chapel Hill. He recently spoke to groups from Mongolia and the Middle East. International visitors are especially interested in the collaboration among our campuses
- TLTC is beginning campus visits this semester, and more are scheduled for the spring. Frank suggested that campuses tie the TLTC visits to TLT-related events taking place on the campuses.
- Blackboard "Dream Dashboard" project: Frank and the TLTC staff will begin to work on a proposal to the Lumina Foundation
- WebCT VISTA
  - Robyn, Tom Warner and Frank have been working to put together a system-wide perpetual license agreement for the six WebCT campuses. Robyn is optimistic that funding will be available to do this.
  - NC State and Charlotte have been looking into campus site licenses
    - NC State has already signed a contract
  - NC State and Charlotte may serve as hosts for the other four campuses if the system-wide perpetual license takes place next summer.
    - This would allow campuses to share content across campuses
    - There are many issues to resolve and questions to ask as we move forward.
- Betsy Brown talked to the CAOs at their September meeting about using the MERLOT peer review processes in order for UNC faculty to peer review electronic content for promotion and tenure.
  - Betsy followed up with Gerry Hanley from MERLOT who has volunteered to do some training with volunteer faculty.
  - Betsy will continue to move forward to explore this.

## **Large Enrollment Course Redesign Planning Project - Sallie and Steve**

- Steve, Sallie and Frank met with the campus CAOs on November 10.
  - Initiated a lot of discussion
  - The CAOs endorsed the idea
  - Most of the CAOs expressed interest in participating.

- Sallie and Steve will follow up with the CAOs to confirm participation
- The project is to PLAN a course redesign. Outcome: a plan to redesign a course on the campus. CAO can then decide whether to move forward, or not.
  - Costs per campus: approximately \$3,475
  - Cost for TLTC: approximately \$6,000

#### **Finance Committee Report (Brenda, Sharon, Ray)**

- Brenda led discussion about the budget sheet that was distributed.
- The budget was approved as presented
- The TLTC currently has a subscription for EDUCAUSE ECAR
  - Board members have permission to use ECAR
    - Go to EDUCAUSE page, click on ECAR.
    - Enter the username and password that Frank distributed

#### **Learning in a Technology Rich Environment (LITRE) Presentation and Discussion (Sharon)**

- Sharon discussed the SACS reaffirmation of accreditation process at NC State
- The quality enhancement plan topic is: Learning in a Technology Rich Environment
- <http://litre.ncsu.edu>, [litre@ncsu.edu](mailto:litre@ncsu.edu), provide much information

#### **Lunch**

#### **Meeting Dates for Spring**

- Face to face meetings will be scheduled for early February, late May and early August
- Video conference in intervening months, second Wednesday, 2-4pm

#### **Update and Discussion on Spring 2004 UNC TLT Conference (Hilarie)**

- Dates and location
  - YCC is under contract to help identify date and conference site
  - Preference: Wed-Fri. the first and third weeks of March
    - Greensboro can't accommodate our dates
    - McKimmon Center can't accommodate our dates
  - Hilarie asked Board for feedback
    - Board prefers Wednesday-Friday
  - Hilarie will try to confirm dates/location ASAP; we will wait until we are more certain of dates before issuing the call for proposals.
- Program committee has a draft of the call for proposals
  - Hilarie encouraged Board members to provide feedback to the suggested topics
  - Discussion: length of session, number of simultaneous sessions, poster sessions

#### **Continue Discussion on Late Adopting Faculty (from Oct. 8 meeting)**

- Who are the late adopting faculty
  - Faculty members who are interested in TLT but there are barriers

- Fear
- Lack of time
- Perception that technology is not reliable
- Fear of failure
- Perception that it's not valued
- Can we promote the idea that it's not necessary to re-invent the wheel?
- Need access to multiple tools

### **Committee Reports**

- Portal Oversight committee (Ray)
  - Committee developed a description of the POC as a first step to becoming a standing committee
  - About 2,000 resources in the portal now
  - Federated search is coming along well
- By-laws committee
  - No report
- Assessment committee
  - No report
- Alliance
  - Jo Ann Pearson could not be here today
  - Mitch reported on the Banner summit held November 11 at GA
    - CIOs, CAOs, CFOs all met at GA last week to assure they are all moving forward
      - Concern over the pace of the project
      - How are we going to pay for it

### **New Business**

- Macromedia license
  - Tom Warner is still working on this, but it's becoming difficult to put together group purchase for this year.
- Should the TLTC conference and UNC-CAUSE do a joint conference?

### **Adjourn**

The meeting adjourned at 2:40