

TLTC Board Meeting
Thursday, August 26, 2004
10:00 AM – 3:00 PM
UNC General Administration Board Room

Present:

Board Members:

Sharon Pitt (NCSU), *Chair*
Steven J. Breiner (ASU)
Chris Weaver (ECU)
Kimberly Stevenson (ECSU)
John Brooks (FSU)
Scott Simkins (NCAT)
Brenda Shaw (NCCU)
Susan Keely (proxy for Jill Lane) (NCSA)
John Myers (UNCA)
Sallie Ives (UNCC)
Kathy Thomas (UNC-CH)
Ray Purdom (UNCG)
Maurice C. Mitchell (UNCP)
Beverly Vagnerini (UNCW)
Forrest McFeeters (proxy for Glen Holmes) (WSSU)

Ex-Officio Board Members:

Jo Ann Pearson (OP-Alliance)
Betsy Brown (OP-AA)

TLTC Staff:

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

Board Member Emeritus:

Henry Schaffer

Absent:

Dixie Lawson (WCU)
Mary Reichel (ULAC)
Yogi Kakad (Faculty Assembly)
Laura Rogers (UNC-TLTC)

Welcome and Introductions

- Sharon Pitt called the meeting to order at 10:05
- Frank introduced the ex-officio members present

Approve Minutes of June 9 Videoconference

- Minutes approved as submitted

Election of Remaining Board Officers and Standing Committees

- Vice Chair
 - Kathy and Brenda each had 6 votes. Run-off held.
 - Brenda was elected
- Secretary
 - Kathy was elected
- Planning and Assessment Committee (Maximum of 5 members)
 - Continuing: Steve, Beverly, Glen
 - Sallie volunteered
- By-laws
 - Continuing members: Mitch, Betsy
 - Chris volunteered
- Finance
 - Continuing members: Brenda, Sharon
 - Ray volunteered
- Motion: Approve above committee membership for P&A, By-laws and Finance
 - Motion passed
- Portal Oversight
 - Current members: Henry, Steve, Ray, Betsy Brown, Betty Ladner (Library)
- Motion: Grandfather in members who are currently on ad-hoc Portal Oversight Committee to a standing committee. Motion approved.
 - Scott volunteered to serve on POC
 - The committee will decide which members are serving the one-year and two-year terms

Executive Director Report (Frank)

- Budget
 - Preliminary budget information - entire budget likely to be reduced by 1%
- WebCT VISTA project
 - \$200K was allocated
 - Won't be enough to fund system-wide perpetual license
 - Vijay Verma is working to schedule a meeting w/WebCT to try to think out of the box regarding how to best use the \$200K to get the WebCT campuses moved to VISTA
 - Robyn and Vijay would like to formulate some sort of partnership with WebCT
 - Some sort of pilot may start this year
- Survey of Academic Software
 - Online survey is almost ready to be released
 - Survey will be released through the Provost's office sometime in September
 - Department Chairs or designee will respond in fall semester
 - Board members will be notified in advance
 - Sharon suggested that a reminder be sent out before deadline

- John Brooks suggested that campus IT people may know the necessary data for the survey
 - Purpose of survey
 - Want to know what academic software is being used on the campuses
 - Identify the prime candidates to place on the Grid first, as well as candidates for system licensing and purchase
 - Henry reminded the group that the Grid won't solve licensing problems
 - Even if software is available, how is support provided?
 - Steve suggested that campuses could pool efforts to provide training and support
 - Follow up surveys can refine information
- Penn State license to provide Napster
 - UNC is starting pilot project to see if there is another model
 - NCSA
 - NCA&T
 - UNC-G (note: WCU has now replaced UNCG)
 - Have music available, investigate instructional opportunities, educate on copyright, fair-use, etc
 - Apple has agreed to allow NCSA to disseminate i-Tunes Media Player to everyone on campus
 - NCSA doesn't have a Teaching and Learning Center
 - Andrea will work with Jill Lane to investigate possible instructional uses of having i-Tunes Player available to all
 - This pilot project is of strong interest to President Broad
 - Frank, Andrea meeting with Apple reps next week at NCSA to talk about possibilities.
 - Ruckus music distribution service is designed for college campuses
 - Tom Warner will purchase license for every student and selected faculty members at A&T
 - Music perhaps downloaded to MCNC server
 - Tom is trying to facilitate good access to audio/video at reduced costs
 - Andrea will investigate instructional opportunities to A&T
 - UNC-Wilmington is also investigating a music pilot program.
 - Sallie suggested that we need to keep forefront in mind the effect all this can have on student learning.

Request to President Broad to Continue the TLTC

- The Board needs to make a request for the continuance of the organization beyond six years
- TLTC will draft a report to Robyn to present to President Broad
- Sharon asked for volunteers to help generate the report by January
 - Meetings will begin immediately
 - Board members should email Sharon if they want to volunteer to help
 - Mitch suggested that past Board chairs participate.

Large Enrollment Course Redesign Project Update (Sallie and Steve)

- An update document was distributed
- Steve reviewed the process and status thus far
- Reviewed June 30th workshop and possible collaborations
 - ECU is probably the furthest along
 - Team membership is changing and expanding
- Need to draft a document that articulates what we have learned and where we are thus far
 - Some campus examples don't necessarily fit formal model
 - What can be shared?
- Issues w/process
 - Some faculty perceived that this was a top-down push
- Two pilot courses are scheduled for this year (ECU, NCA&T)
- At UNCG
 - Interest is increasing
- Materials online at TLTC website
- R2R
 - UNCG (proposal in Stat was accepted)
 - UNC-CH
 - ECU

MERLOT Update (Hilarie)

- Hilarie distributed a document describing a regional MERLOT initiative
 - Draft plan
 - Three meetings in each half of state (East and West)
 - September
 - November
 - February
 - Need to think about faculty support
 - Groups
 - Possible blending of LECR and MERLOT
- The Board agreed that the general direction is good, but timeline is ambitious
- Hilarie requested feedback from the Board

Surprise visit by Robyn Render!!

Board Members Introduction

- Board members introduced themselves and gave summaries of initiatives/concerns on their campus

Lunch

Demonstration of 2005 UNC TLT Conference website

- Andrea showed the new TLT Conference web site to the Board
- The web site will serve as a template for future conferences

2004-2005 Planning Discussion

- Survey of Academic Software
- LECR
- PDP
- Conference **
- MERLOT
- Campus visits
- Request to President Broad **
- Strategic Plan update **
- Interest groups
- Vista project

** Items MUST be done especially well because of their high profile

- Others
 - Compendium of Campus Studies (for tools, etc)
 - Synchronous systems (like Centra, Wimba, etc)
 - Wireless
 - Concept of getting communication out to the campuses
- Board should think about integration and intersection of the above activities
- Andrea reminded the Board about the TLT Training Compendium
 - She will send out reminders via the same routes as when it was originally announced

2005-2008 Strategic Plan

- Sharon suggested that we take a look at the current planning document and perform any updates
 - Motion: This action should be assigned to the Planning and Assessment committee for recommendations to the Board. Motion passed.

Update and Discussion on 2005 Conference (Bev, Frank)

- Call for Proposals will go out next week. Deadline for submission is Oct. 15
- Proposals will be reviewed during the fall
- Will release the final program in January
- Give 7-8 week period for registration
- Signed contract with Hilton North Raleigh Hotel
- Program committee had a number of subcommittees
 - Vendor subcommittee is looking at vendor models
- Considering having two plenary speakers, send ideas to Sharon, Frank
- Let Frank know of ideas for invited speakers
- Workshop committee will ask for ideas
- Proposal Review committee
 - Will have a firm set of criteria for proposals
 - Refereed review process

- Two people review proposals, reviewers not from the same campus as the proposal
- Conference has been growing at a rate of 20% each year

Possible Synchronous LMS Pilot Project(s) (Frank)

- Centra
- Horizon Live/Wimba
- Elluminate
 - Pilot project:
 - For \$2500, the TLTC would have access to 24-50 seats for minimum of four months, perhaps longer
 - Elluminate will train and host
 - Provide support
 - TLTC staff will act as administrators
 - A campus could have a license for \$2500 for 9 seats
 - Have a campus currently using a synchronous LMS act as a ‘host’ for TLTC exploration?
 - TLTC do study of different products?
- Motion: The TLTC commit \$2500 to pilot Elluminate. Motion passed.
- Frank will send out soon invitation to campuses to participate in the pilot individually
- This may be a good model for future software pilots

SUN Microsystems Free Software (Tim Calender)

- Sun Microsystems makes certain software available to educational institutions free of charge for instructional and research purposes
 - Tim will send spreadsheet listing available packages; campuses should indicate interest
 - Want to have a centralized repository for software, eventually
- Windows products available for students
 - Office, XP, etc

Brief Committee Reports

- By-laws
 - No report
- Finance
 - No report
- Portal Oversight committee
 - MERLOT federated search functionality is working
- Planning and Assessment committee
 - Will need to begin meeting soon
- Alliance
 - Banner is still on track
 - First system to come online is FSU
 - Four or five more campuses soon
 - Second year of implementation is underway

New Business

- Sharon reminded the Board about the EDTECH conference at NCSU on September 22

Next Meeting

Videoconference: Wednesday, September 8 at 2:00pm.

Adjourn

The meeting adjourned at 3:00