

UNC TLT Collaborative Board Meeting
Center for School Leadership Development Building, Rm. 128
Thursday, December 16, 2004
10:00-3:00

Present:

Board Members:

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

Also Present:

Susan Keely (NCSA)

TLTC Staff:

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

Board Member Emeritus:

Henry Schaffer

Absent:

Betsy Brown (OP-AA)
Jo Ann Pearson (OP-Alliance)
Carroll Varner (ULAC)
Yogi Kakad (Faculty Assembly)
Brenda Shaw (NCCU)

Welcome and Roll Call

- Sharon Pitt called the meeting to order at 10:00.

Approve Minutes of November 17 Videoconference

Minutes were approved as submitted

Executive Director Report

- 0.75% Budget reversion of about \$4800
 - Taken from \$5800 that was set aside for possible rent funds
- Ad Hoc Committee on Continuance of the TLTC
 - Committee has been working well and is on track to submit request to Robyn in January
 - Sharon and Robyn sent a letter to the Provosts requesting a letter of support
 - Seven campuses have responded thus far
 - Board members are asked to contact Provosts if their letter has not been received yet
 - Frank and the Collaborative staff appreciate the effort
 - Sharon asked all Board members to sign the letter to Robyn

- Large Enrollment Course Redesign
 - Project moving forward under Sallie's direction
 - Sallie is contacting Carolyn Jarmon about possible spring workshop
 - Assessment
 - Active learning
- Elluminate project is moving forward
 - Collaborative now has license
 - Any campus that wants to use the Collaborative license can do so
- Training Compendium
 - \$4000 was allocated to support travel for trainers to provide train the trainer workshops on campuses
 - Board members are asked to let campuses know this opportunity is available
- WebCT Vista
 - Project is under negotiation where UNCC will receive a campus perpetual license (hosted by NC State) and other four WebCT campuses will have access to Vista (hosted by NC State) through December 31, 2005.
 - Negotiations are in final phase, but not complete
 - Once license is negotiated, Frank will notify campuses
- Content Management Initiative
 - System-wide content management system considerations
 - What are the campus needs
 - What is the best match for our needs
 - Is it desirable to have a system-wide content system
 - Andrea is organizing focus groups to be followed by survey to faculty
- TLTC campus visits are underway
 - Board members should contact TLTC staff members to arrange a visit
- e-Learning Policy Council
 - Group is looking at all e-learning issues, especially those affecting campuses working together
 - Four subgroups
 - Tuition and fees
 - Campus collaboration
 - Infrastructure
 - Faculty support issues
 - Frank and Betsy are serving as staff members on this group
- Andrea has been working with campuses on music distribution initiative
 - She is gathering information from campuses about possible instructional uses of these systems
 - TLTC will facilitate sharing of information
 - Board members should contact Andrea if they have information to share
- Copies of the Hesburgh application were distributed
 - Will hear results in February

Strategic Planning Discussion (P&A Committee- Steve)

- Based upon today's discussion, Steve will prepare a draft of the 2005-2008 Strategic Plan for the next board meeting.
- Steve asked feedback: Should we use a rubric when deciding whether to support/continue TLTC projects
 - How do we construct a rubric?
 - How do we evaluate the success of the project?
 - Keep in mind cost and timing issues
 - Is the project realistic given our resources
 - Steve said that we could put language in the strategic plan saying that we will develop a rubric for the above purposes
- Funding
 - Should acquisition of external funding be kept as a strategic issue, as an operational desire, or not at all?
 - The TLTC will be prepared to pursue special opportunities for external funding as they become available.
- Faculty Reward Issues
 - What can TLTC realistically do?
 - Can be a resource to the campuses to inform campuses as they are considering policy decisions, but not recommend policy.
 - Technology shouldn't be counted by default, either for or against
- Assessment
 - We need to be better at assessment, but need to be careful about the kind and quantity of data we gather
 - Need to have a clear rubric for evaluating and assessing TLTC projects
- Direction and Goals
 - Should we rewrite the indicators of success?
 - We will include success indicators in the context of the rubrics to develop
- Should the TLTC develop instruments and means for assessing TLT effectiveness
 - This is probably beyond the scope of the TLTC
 - Wording should be changed to indicate that the TLTC will collect information and disseminate that information. But assessment instruments won't be developed or implemented or administered by the TLTC.
- Steve will send out draft for our review in January

Lunch

- Andrea demoed the new proposed PDP web site and requested feedback

2005 Conference Update and Discussion

- Plans moving forward
- Staff is pulling together final conference program
- 120 proposals submitted
 - Representation from all campuses

- We should be able to accommodate all of the proposals that were accepted
- Acceptance messages will be sent out soon
- Looks like we will have about the same number of presentations as last year
- In addition to submitted proposals, we will have other sessions on
 - TLTC projects
 - Faculty Assembly requested some sessions
 - Looking for campuses at which communication works well between faculty and IT organizations.
 - e-Learning Policy Council will have two sessions
 - Give progress report
 - For Faculty Support group discussion
 - Community College/UNC panel
 - Two sessions: report and discussion
 - Multimedia distribution efforts
 - Vendor presentations: five or six

MERLOT Project Update and Discussion

- Completed both eastern and western workshops
 - Had three campuses at each session
- We should figure out why only six campuses participated
 - Timing was an issue for many
- Identify next steps
 - Should we offer another initial planning workshop?
 - One more early in the spring at ASU
 - Hilarie will collect baseline data so we can compare against date

Peer Review of TLT Material

- Steve distributed a document containing discussion questions
- How can we come up with a pool of people to review other faculty members' learning objects
- Provide a team of people with high credibility; their evaluation would be difficult to ignore.
- What would we be reviewing?
 - A whole course?
 - Learning objects?
 - Instructional design?
- How could we involve people and sustain it?

Brief committee Reports

- ULAC-no report
- Faculty Assembly – no report
- Planning and Assessment

- Portal Oversight
 - Held first official meeting on December 7 as standing committee
 - Discussed terms, one and two year terms
- Bylaws - no report
- Finance - no report

Executive Session

- The Board went into Executive session at 2:00pm.

Adjourn

- The meeting adjourned at 2:25pm.