

TLTC Board Meeting
UNC General Administration Board Room
Tuesday, February 12, 2008
10:00 am – 4:30 pm

Welcome & Roll Call

- Forrest called the meeting to order at 10:10 am.

Present for TLTC Board Meeting, morning session:

Board Members:

Forrest McFeeters (WSSU), Chair
Steve Breiner (ASU)
Chris Weaver (ECU)
Kimberly Stevenson (ECSU)
Reema Bhattacharya (FSU)
Scott Simpkins (NC A&T)
Kimberly McGee (NCCU)
Henry Schaffer (NCSU, Board
Member Emeritus)
Donna Petherbridge (NCSU)
Bob King (NCSA)
John Myers (UNCA)
Kathy Kyzer (UNC-CH, for Charlie Green)
Ray Purdom (UNCG)
Robert Orr (UNCP)
James Sadler (UNC Division of
Academic Affairs)
Carolyn Argentati (ULAC)
Darlene Haught (NCSSM)
Valorie McAlpin (UNCC, via phone)

TLTC Staff

Frank Prochaska (UNC-TLTC)
Lori Mathis (UNC-TLTC)
Hilarie Nickerson (UNC-TLTC)
Faith Dabney (UNC-TLTC)
Laura Rogers (UNC-TLTC)

Absent:

Anna McFadden (WCU)
Leah Kraus (UNCW)
Sallie Ives (Faculty Assembly)

**Afternoon attendees for the campus
Teaching Center Directors portion of
the meeting:**

Alvaro H. Galvis (WSSU)
Henry Grillo (NCSA)
Dorothy Muller (ECU)
Kate Brinko (ASU)

Approve Minutes from January 16, 2008 Videoconference

- Minutes were approved as submitted.

Executive Director Report

1. The search for Robyn Render's position is moving along – it is plausible that this position may be filled even in the early spring timeframe. Frank noted that Robyn is the TLT Conference Friday plenary speaker.
2. The University of North Carolina Online asked the TLTC to respond to budget items related to available funding for DE initiatives, including – 1) centralization vs. decentralization of CMS, and 2) possibility of a central multimedia production shop for

all of system to tap into. Jim Sadler thanked the TLTC for responding to these two budget initiatives.

2008 TLT Conference Update

- As of today's Board meeting, there were 305 registrations, on target for the suggested 500 registrations. The conference hotel, the Hilton North Raleigh, is sold out, and the Hyatt is now serving as the overflow hotel for sleeping rooms.
- Vendor support of the conference has been very strong, and we have sold out the available tabletop exhibit space.
- Richard Baraniuk is the opening Plenary Speaker – his message is, that by making use of open content sources, faculty can be empowered to strengthen teaching and learning in their courses.
- The conference part of the Board agenda generated some discussion around:
 - Organizing interests & resources across the system in dealing with issues such as textbook costs, learning & retention
 - Hilarie & Frank noted that they have been in conversations with the Digital Marketplace, Cal State University's effort to address the issue of affordability, accessibility, and choice of materials related to textbooks.
- Henry shared with us his open source resource page:
http://www.ncsu.edu/it/open_source/
- We discussed that a major challenge is getting people to make use of these open resources as part of their learning environment.
- Because of the volume of discussions around the “open content” and “finding what you need” issues, it was suggested that perhaps we could devote some time in a future Board meeting or some other venue, in collaboration with the Teaching Center Directors, to share and discuss digital repositories and open content resources and related issues. The TLTC staff will consider an appropriate time/date, likely in May or June.

NC Digital (Learning) Object Repository Demo (Lori & Carolyn)

- Frank noted that this project is an opportunity for UNC to get involved in some emerging best practices, including:
 - Keeping content separate from the CMS that delivers it because if the content is in a standalone place, then it is easier to share, AND
 - It is simpler to change the CMS if you want to do so, and as the CMS landscape changes rapidly, this is a real consideration.
- Frank noted that the discussion of a shared repository has happened over several years, and that after a long, involved, RFP process, the Learning Edge's EQUILLA has been purchased by the Community College system, and the CC system is getting ready to use it in production this Spring.
- The UNC campuses can use EQUILLA in the 2008 calendar year for pilot testing purposes, and a business model for continued usage is being developed.
- Lori Mathis & Carolyn Argentati proceeded to give an overview of the LOR project, with some highlights including:
 - They shared with the Board a draft “Invitation to Participate handout” on which they would like feedback.

- They will send the “Invitation to Participate handout” out sometime after the steering committee meeting February 21, and will want to be in touch with campus liaisons on a team to distribute the invitation to participate.
- It was noted that the TLTC might be able to continue funding the pilot through Spring 2009; but by Summer 2009 there needs to be a funding and business model for individual campuses to buy into usage of this system.
- The license is set up on a student FTE basis no matter which North Carolina education agency buys in – the FTEs become cumulative, and the price per FTE goes down as total FTE goes up.
- EQUELLA does versioning, notification, and has an assembly tool to use to put material together
- A suggestion was made to, at some point, rename the LOR to something like “North Carolina Digital Repository.”
- We saw an example of how EQUELLA and Moodle were nicely integrated in the ASU instance.

Report on ECU ThinkLink

- Chris Weaver summarized last year’s ECU ThinkLink project, and noted that ECU is willing to discuss hosting other ThinkLink activities on topics of interest to the UNC campuses.

Discussion of Campuses’ Open Source Investigations and Needs

- The Community College System is planning to place a production level instance of Moodle at MCNC.
- UNC campuses will have access to this system, but will have to pay for the hosting services, and this year the community colleges & UNC campuses will work on a business model for hosting and access to training models
- UNC campuses will continue to have playspace in Moodle and Sakai that campuses can use.
- Faith and Lori are developing a website toolkit that compares functionalities of systems, cost of ownership, etc., and will have faculty feedback by end of Spring 2008 semester. Part of toolkit will be a customizable rubric to do an on-campus evaluation on open source options on any campus.
- The question was asked, what can the TLTC staff do to help the Board members and their campuses make informed decisions about open source?
 - Complete the toolkit/rubric so that a “decision tree-like” resource is available for choosing a solution. Share resources on what the staff have learned to date about faculty satisfaction, toolset comparisons, etc. NC State will share its draft fit-gap analysis with the Board members.
 - Folks are interested in some case scenarios and costing models. Cost will be a big deciding factor, so understanding TCO will be important.
 - Information on migration – what does exporting content look like from current to new system?
 - One point that had some interest was the “uptime vs. downtime” nature of open source systems – do you have to spend a lot of time offline for upgrades?

Afternoon Session

Joint Meeting with UNC Teaching Center Directors

Welcome & Introductions

- The Board was joined by the following Teaching Center Directors:
 - Alvaro H. Galvis (WSSU)
 - Henry Grillo (NCSA)
 - Dorothy Muller (ECU)
 - Kate Brinko (ASU)
- The intent of this meeting was a follow-up discussion on how the TLTC staff and Board can best support and assist campus teaching centers.
- Hilarie Nickerson gave a PowerPoint summary of the notes from the previous meeting with these two groups. Hilarie emailed the notes to all Board members. Highlights included:
 - Defining an audience (e.g. people who conduct teaching and learning activities, people who provide instructional support services such as instructional designers and technologists, administrators such as department chairs and center directors, and students).
 - Topics for selected audiences (e.g. faculty orientation, teaching online, policies, student strategies for effective learning, etc.)
 - Offerings (from case studies to online courses on how to teach online)
 - Partners/information sources
 - Technology-related topics
 - General topics (such as redesign, legal issues, SOTL, CASTL)
- TLTC Facilitation – how can the TLTC help?
 - Library of pre-recorded Elluminate sessions on basic topics
 - Up-to-date content in the Compendium of Training Materials and the Professional Development Portal
 - Online courses about how to teach online
- More ideas for tools and services
 - Determine additional topics of interest
 - Support information sharing events
 - Offer electronic information
 - Provide infrastructure for communities of practice
- In discussions after Hilarie's presentation, some key points:
 - Hilarie asked all to review the slides and email her if any of the big picture, strategic issues that are of interest to the Teaching Center Directors were left out. She would like to better understand the top priorities from the directors, from the categories/info in her presentation. Please send her your top priorities.
 - It was noted that we should consider what role we can play in the UNC Tomorrow initiatives.
 - Henry noted that NC State has recently looked at faculty development and support, with the summary report located as follows;
 - The committee report is now available at:
<http://www.provost.ncsu.edu/faculty-dev/> under the headings of Report of the Faculty Development Working Group, 1/15/08; Faculty Development

at NC State: An Institutional Commitment; Report of the Working Group on Faculty Development

- Ray reminded us of the memorandum (Memorandum 338) that made the teaching centers a high priority in the system, and how we need to link our efforts to the strategic initiatives, such as UNC Tomorrow, to re-establish that high priority.
- One challenge noted for today's faculty is understanding today's students, and perhaps some work could be done in this area.
- The TLTC staff will continue discussions with the Teaching Center Directors on this topic at tomorrow's Directors meeting at GA.

Discussion with Steve Gilbert of TLT Group

- Steve & Sally Gilbert joined the meeting at 3:15 pm. Steve wanted to use about 15 minutes to introduce the TLT Group to the TLT Board. Steve modeled for us the template/format for a 15 minute "hybrid" workshop.
- See this URL: <http://www.tltgroup.org/introfd.htm> (sample of an entry page for a brief hybrid workshop).
- We reviewed some of the low threshold/easy to create videos they are doing to share info (e.g. clips of faculty discussing their poster sessions).
- The point was noted that some faculty would never come to a workshop, but you could take a 10 minute presentation to a college/dept and make inroads there.

Meeting Adjourned at 4:45 pm