

**TLTC Board Meeting Minutes**  
Wednesday, September 26, 2007  
TLTC Board Videoconference  
2:00 – 4:00pm

**Welcome & Roll Call**

Forrest called the meeting to order at 2:00pm.

**Present:**

**Board Members:**

Forrest McFeeters (WSSU), Chair  
Steve Breiner (ASU)  
Chris Weaver (ECU)  
Kimberly Stevenson (ECSU)  
Reema Bhattacharya (FSU)  
Scott Simpkins (NC A&T)  
Bob King (NCSA)  
Donna Petherbridge (NCSU)  
Darlene Haught (NCSSM)  
John Myers (UNCA)  
Charlie Green (UNC-CH)  
Ray Purdom (UNCG)  
Bob Orr (UNCP)  
Leah Kraus (UNCW)  
Anna McFadden (WCU)

**TLTC Staff:**

Frank Prochaska (UNC-TLTC)  
Lori Mathis (UNC-TLTC)  
Hilarie Nickerson (UNC-TLTC)

**Absent:**

Kimberly McGee (NCCU)  
Laura Rogers (UNC-TLTC)  
Lori Mathis (UNC-TLTC)

**Visitors:**

Gloria Thornton (UNCG)  
Kathy Kyzer (UNC-CH)  
Liz Normandy (UNCP)

**Ex-Officio Board Members:**

James Sadler (UNC Division of Academic Affairs)  
Henry Schaffer (Board Member Emeritus)

**Approve Minutes of August 28, 2007 Meeting**

- Clarification of minutes regarding earlier discussion of poster sessions; there were some questions about whether we had decided definitely not to have posters at the TLT Conference this year. Confirmation of decision to not have posters.
- Minutes were approved as submitted.

**Executive Director Report**

- Frank welcomed new Board members Darlene Haught (School of Science & Math) and Leah Kraus (University of North Carolina - Wilmington). Noted that a new appointment Valorie McAlpin has been made for University of North Carolina – Charlotte, and Valorie will begin October 1.

- Additionally, ULAC (University Librarians Advisory Committee) and the UNC Faculty Assembly will name Board members for the year soon.
- The Board operating budget for this fiscal year is \$111,000, and the Finance Committee will discuss a draft budget prior to the October Board meeting, for the Board to consider in October.

### **Update on Conference Preparations and Approval of 2008 Registration Fees (Faith, Frank)**

- Per the PACE requirement, the TLT Conference must be completely receipts based. The three ways to obtain the necessary conference funding are: (1) increase corporate sponsorship; (2) raise registration fees, and (3) spend fewer dollars by cutting budget wherever we can. Vendor sponsorships will be increased, a conference expenditure reduction (15%) will be undertaken, and new conference fees are recommended to be:
  - One day UNC participant: \$95.00
  - Full UNC participant: \$175
  - One day non UNC participant: \$150
  - Full non UNC participant: \$255
- Hotel: North Raleigh Hilton, \$92 for single, \$124.50 for double for hotel sleeping rooms
- The Board approved these registration fees for 2008 Conference.
- Presentation Proposals for the Conference are due Oct. 15.
- 55 potential sponsors have been sent Save the Date letters, and some vendors have already contacted us to participate. To increase sponsorship activity, there will be differing sponsorship levels. Contact Faith if there is a company you'd like to see at the Conference, or if you have a contact with a company.

### **Update on TLTC Projects (Fall 2007 activities) (TLTC Staff)**

- Learning Object Repository Project
  - Learning Edge purchased by the Community College system.
  - Fall semester – training and evaluation period for the product.
  - Spring semester
    - LOR will be open for use by the CC system
    - There will be a pilot study for faculty & staff across the UNC system
- Course Redesign
  - Frank met with CAOs and provided updates about the course redesign initiative; this group was interested in continued engagement with this project.
  - 2 summer courses redesigned across the system, 28 pilots underway in Fall, and an additional 13 planned for the Spring.
  - Interim reports note a variety of redesign activities from common syllabi to resource creation.

- Open Source Investigation
  - Some 100 courses in Moodle & SAKAI are being taught across the system as part of this project.
  - Each campus has access to Remote Learner (Moodle) and Optimized Learning (SAKAI), contact Faith for access information.
  - Participants will complete an evaluation rubric as part of this project.
  - TCO data is being gathered from the campuses & is being researched for both proprietary and open source platforms. Information available by spring.
- Elluminate
  - First draft of the MOU for Elluminate consortium almost ready to send to campuses, pilot is running smoothly.
- Vista Common-hosting
  - Hosted campuses are planning a mid-semester upgrade on Oct. 6 from Vista 4.0 to 4.2 to address some important issues.
- Blackboard Common-hosting
  - Multi-campus consortium is still under investigation.
- Very Brief Discussion of Common Hosting Issues
  - In a brief discussion, the Board members discussed the following two common-hosting topics:
    - What are the considerations or the changes that could happen that could make the multi-campus arrangements work more smoothly? What are impediments to common hosting?
    - Is there other “low hanging fruit” where gains could be made not in common hosting of hardware, but in other shared services (e.g. personnel or help desk or training)?

### **Division of Academic Affairs Faculty Development Considerations (and how the TLTC might help) (Jim)**

- Jim noted that as a part of the PACE process campuses expressed some faculty development needs and the Division of Academic Affairs wants the TLTC to think of how the TLTC might help address this need
- Noted that the Board members may or may not be tied into the campus faculty centers and that faculty development was dispersed on several campuses.
- Suggestion that the TLT Board talk with center directors, and invite them to attend either a meeting or videoconference of the TLT Board. Will try to plan next faculty center directors meeting back to back with the December face-to-face TLT Board meeting.

### **Continue Planning Discussion from September 19 Elluminate session (Forrest)**

- As a first step for developing the 2008 - 2011 Strategic Plan, the Board asked the Planning Committee to consider the discussions from both the planning session from September 19 and today’s meeting, and develop a draft of the plan. This committee will meet, elect a chair, and move forward.

### **New Business**

- NC State is hosting two open forums to discuss the issues they had with Blackboard Vista in spring 2007 and strategic next steps for Learning Management Systems at NC State. See [http://wikis.lib.ncsu.edu/index.php/LMS\\_Strategy](http://wikis.lib.ncsu.edu/index.php/LMS_Strategy) for further information.

**Meeting Adjourned at 3:48 pm**