

# UNC TLT Collaborative Board Meeting

UNC General Administration Building, Board Room

Wednesday, February 15, 2006

10:00pm – 3:00pm

## Present:

### Board Members:

Sharon Pitt (NCSU), Chair  
Steven J. Breiner (ASU)  
Chris Weaver (ECU)  
John Myers (UNCA)  
Sallie Ives (UNCC)  
Kathy Thomas (UNC-CH)  
Maurice C. Mitchell (UNCP)  
Beverly Vagnerini (UNCW)  
Robert Orr (WCU)  
Scott Simkins (NCAT)  
Jill Lane (NCSA)  
Forrest McFeeters (WSSU)  
John Brooks (FSU)  
Brenda Shaw (NCCU)  
Betsy Brown (OP-AA)  
Henry Schaffer (Board Member Emeritus)

### TLTC Staff:

Hilarie Nickerson (UNC-TLTC)  
Frank Prochaska (UNC-TLTC)  
Laura Rogers (UNC-TLTC)

### Absent:

Jo Ann Pearson (OP-Alliance)  
Andrea Eastman-Mullins (UNC-TLTC)  
Yogi Kakad (Faculty Assembly)  
Ray Purdom (UNCG)  
Kimberly Stevenson (ECSU)

## Welcome and Roll Call

- Sharon Pitt called the meeting to order at 10:00 a.m.
- The Board congratulated Bob Orr (WCU) for being selected to attend the Frye Leadership Institute Program this summer. Congratulations Bob!!

## Approve Minutes of January 18, 2006 Videoconference

- Minutes were approved as submitted

## Nominating Committee (Sharon Pitt)

- Contact Sharon if you are interested in participating in the nominating committee for TLT Board positions. Reminder - participating in nominating committee will make you ineligible for elected positions.

## Executive Director Report (Frank Prochaska)

- Review and distribution of the updated “2005-2006 TLTC Operating Budget Allocations”
  - There is an additional 15-16K available for spending until June 30, 2006.

- Frank suggested the Finance Committee make a spending suggestion for these dollars at the March videoconference. Last year these dollars were allocated for participation in the New Media Consortium membership and the June Sakai conference.
- The Board voted to have the Finance Committee make their suggestions at the March 8<sup>th</sup> Board meeting.
- WebCT Vista Collaborative Project
  - UNCW, UNCA, WCU, UNCC and NC State are finalizing the Memorandum of Understanding (MOU) which will govern the consortium of five institutions operating WebCT Vista. The document, “UNC Vista Governance Organization” is being circulated through various offices for review.
  - Chris requested that the remaining UNC campuses also have access to the Vista MOU. Frank stated that other campuses will also have an opportunity to participate if interested.
  - Sharon suggested the development of the Vista MOU might be an interesting process to share with the Board. The MOU was drafted with the thought in mind to serve as a template for other common-hosting initiatives.
  - UNC Charlotte will go live with Vista in Fall 06. UNCW and WCU are piloting Vista and plan to go live with Vista in Fall 07.
- UNC President Bowles is interested in having UNC work closely with the community colleges, forming a joint committee of the two systems. There has never been a formal group like this in the past.
  - The TLTC efforts in piloting a collaborative content system with the community colleges is a step in the right direction.
  - The new 2+2 online articulation programs is another good example of collaboration.
  - Efforts continue in exploring Harvest Road as a learning repository. Harvest Road is approved with SREB. Bill Randall (NC Community Colleges) is 95% complete in setting up a contract with Harvest Road. Tom Warner is working with Bill Randall to possibly include the UNC system in the contract negotiations since the cost per student FTE goes down as the total FTE increases.
    - The Board discussed the possibility of building the contract based on actual usage rather than FTE.
    - Sharon updated the Board on NC State’s efforts in reviewing various products used to store digital material as an outcome of NC State’s LITRE project.
- The Board had a discussion on digital assets management systems in general.
  - The Board suggested additional discussions on these types of products and how they relate to University needs and data to be stored and availability for campuses to access.

- Betsey noted that there needs to be parallel discussions with library groups.
  - There are a lot of issues to overcome as was evident in the shared content repository report from Andrea last spring.
  - Participating in the HarvestRoad license does not mean you must share content.
  - The TLTC is planning to do a pilot study next fall with faculty, libraries, and the technology committee of the Faculty Assembly to give them a chance to see what is possible.
  - Campuses should begin to introduce faculty to this technology but make it clear that we are not necessarily ready to participate in a formal agreement.
- TLTC Board Retreat
    - More information to be shared after the TLT Conference.

#### **Andrea's Position Discussion (Frank)**

- Andrea joined the TLTC 3 years ago in March.
- The Collaborative is a different organization now than it was 3 years ago. There are many more TLT activities, we have completed two strategic plans and also have additional staff member, Steven Hopper on staff.
- When a position becomes vacant, it is a good time to reevaluate the best way to use the vacant position to meet the goals of the TLTC.
- The Board discussed how Andrea's position description could be modified to better meet the current needs of the TLTC.
  - The Board agreed that the search committee should revise the job description and bring to the Board.
  - Sharon will establish the search committee. If want to participate, please let Sharon know by March 1st.

#### **Robyn Render: System-wide Contracts Process Discussion**

- Robyn led a discussion with Tom Warner regarding the process for studies and recommendations within the Board and how we move forward with system-wide recommendations.
- The driving topic is the Synchronous Learning Management Systems Pilot Project. Where are we now and what are our appropriate next steps?
- After the discussion, the Board agreed to finalize next steps at the March and April TLT Board meetings.

#### **SAKAI Pilot Project Update (Steve)**

- Campus liaisons have been identified and can be viewed at: <http://tltc.optimizedlearn.com>
- There are also links to OSP (Open Source Portfolio) on the SAKAI site. This includes individual and group portfolios.
  - OSP is different than some of the other portfolios which make it very difficult to get data out and you have to subscribe each year.

- Currently we have 2 dedicated servers as part of our pilot program hosted by Optimized Learning.
- Campuses will be receiving an invitation to a webinar for SAKAI this week.
- There will be a discussion about SAKAI at the TLTC conference.
- Steve reported he is currently waiting for information to create accounts.
- Board members are reminded to send Steve suggestions for campus liaisons. Liaisons could be systems manager types, instructional support staff, etc.

#### **Narrated Slide Show Software Discussion (Laura and Andrea)**

- Andrea participated from Miami using Elluminate.
- A demonstration was provided for the following products:
  - Macromedia Captivate – interactive simulation product
    - Ball State uses to create tutorials
  - Macromedia Breeze Presenter and Breeze Meeting – used to easily create, engaging communications that include voice, video, and animations, using Microsoft PowerPoint.
  - AuthorGEN AuthorPOINT – create synchronized multimedia presentations from PowerPoint.
- Macromedia and AuthorGen will be at the March TLT Conference.
- The topic of narrated slide shows will be addressed in more detail at the April retreat.
- The Board had a brief discussion on how campuses support these products.

#### **TLT Conference Update (Frank, Hilarie, Laura)**

- Laura is completing the program schedule. Some email notifications went out already. Laura will send the rest very soon.
- There will be some 150 sessions. There are currently 12 workshops but will expand to 16.
- We still have people on the wait-list for presentations and have moved some to fill cancellation slots.
- Laura reviewed the conference Web site.
- There are 161 participants currently registered.
- 15 sponsors have been confirmed so we have met our sponsorship goals.

#### **Committee Reports**

- Planning and Assessment Committee
  - No additional report
- By-Laws Committee
  - No additional report
- Finance Committee
  - No additional report
- Portal Oversight Committee
  - No additional report – have not met
- Faculty Assembly
  - No report – have not met yet

**New Business**

- Send Hilarie information regarding Quality Assurance Assessments for Online courses.
- The Multimedia Users Group at NC State is interested in expanding to include other campuses.
  - Send email to Sharon if your campus is interested in participating.
- Next TLTC Board meeting – videoconference on Wednesday, March 8<sup>th</sup> 2:00-4:00

**Adjourn 1:50 p.m.**