

TLTC Board Videoconference
Wednesday, April 12, 2006
2:00 – 4:00pm

Minutes

Present:

Board Members:

Sharon Pitt (NCSU), Chair
Steven J. Breiner (ASU)
Chris Weaver (ECU)
Sallie Ives (UNCC)
Kathy Thomas (UNC-CH)
Ray Purdom (UNCG)
Maurice C. Mitchell (UNCP)
Beverly Vagnerini (UNCW)
Robert Orr (WCU)
Scott Simkins (NCAT)
Forrest McFeeters (WSSU)
John Brooks (FSU)
Kimberly Stevenson (ECSU)
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)
John Myers (UNCA)
Jill Lane (NCSA)
Yogi Kakad (Faculty Assembly)

Welcome and Roll Call

- Sharon Pitt called the meeting to order at 2:00 p.m.

Approve Minutes of March 8 Videoconference

- Minutes were approved as submitted.

Executive Director Report (Frank)

- Andrea will join the videoconference at 3:00. The TLTC has contracted with Andrea to provide support with Elluminate and Centra through the end of June.
- The TLTC recently received access to the beta version of the Mac platform software of Centra. This is a new version which is Mac compatible. Some limitations still exist and the Mac version is not as robust as the PC compatible version of Centra.
- The Centra pilot will be extended through August 31, 2006, due to getting access to the Mac compatible product.

- The TLTC is currently working on details for the Board planning meeting to be held in May or June in Wilmington.
- The current planning meeting budget includes mileage, meals, and lodging arrangements.
- Hilarie will send out a message requesting Board members to reply with their availability on suggested dates. The meeting will be held on a Thursday/Friday.

Search Committee Report (Laura)

- The draft position description was emailed to Board members today.
- The Board made some suggestions on the position description, which were noted.
- Laura will ask the search committee to make edits on the description to clarify the language describing the role.
- Email any additional comments to Laura.
- The search committee meets again on April 17, 2006.

Sakai Project Update (Steve)

- There has been increased use in the pilot server, especially following the TLT Conference.
- Exploring possibility of extending the pilot project for another 6-12 months.

Finance Committee Recommendations on End-of-Year Expenditures

- At the March meeting, the Finance Committee recommended allocating \$8000 for the New Media Consortium membership, \$4000 for the ELI membership, \$3000-\$5000 for the planning meeting, and \$4000 to extend the Sakai pilot for 6 months.
- There was a motion to amend the Finance Committee report to possibly include another extension of the Sakai pilot.
- The Board voted in favor of accepting the recommendations from the Finance Committee.

SLMS Task Force Report and Next Steps (Frank)

- To date, only the Board has reviewed the SLMS final report. It was noted that the report should be kept confidential at this point.
- The Board discussed the SLMS final report.
 - Need to decide what are the next steps?
 - Are we going to distribute, and if so, to whom? What should the report look like before released?
- It may not be necessary to do an RFP process to establish contracts with SLMS vendors. Frank will investigate this.
- We need to consider leveraging volume of sales within the UNC System along with the educational pricing.
- Are we looking for a single solution or multiple solutions? Campus feedback suggests most campuses are looking for multiple solutions.

- Everyone should consider the fact that the final evaluation is a snapshot in time.
- Everyone agreed the task force did a great job on the final report.
- The Board voted to accept the report as a draft report. Board members are to keep the report confidential. The report will be modified to note that the financial aspect has not been addressed and is pending final cost analysis.
- A suggestion was made to consider renaming the report as a Technical Report.
- The Board voted to accept the draft report and send to legal and purchasing at GA for further review.
- Recommend GA begin negotiations with 2 vendors following legal and purchasing review.
- The Board is to send additional review comments to Frank.

TLT Conference Debriefing Discussion (Laura, Hilarie)

- 431 registered participants, 8% growth from last year. Frank noted we expect more collaboration with community colleges and K-12 in the future.
- Feedback from attendees
 - Comments similar to last year
 - Overall very good conference and positive feedback.
- Feedback from the Board on the survey tool:
 - Consider expanding the response list to include “does not apply”.
- Positive feedback on vendor participation and presentations.
- The workshops went very well and were well attended.
- One workshop session had Internet connectivity issues.
- Some complaints regarding the late notification process to the presenters.
- For the future, may want to consider additional staffing needs.
- The Podcasting option for attendees to hear sessions they were not able to attend was well received.
- Some vendors took down booths on Thursday evening.
- Attendance was better than usual on the last day, but still light.
- Consider lunch (box lunch) for Friday.
- Have the closing session and/or lunch in a smaller room.
- Chris Weaver: Pre-Conference session – 16 attendees, the summary report will be out in May
 - Consider starting Tuesday evening rather than Wednesday morning in order to make the pre-Conference session longer.

Proposal from TLTC Staff about Conference (Frank)

- Each year the conference grows larger and more complicated.
- The conference details and workload are falling on Laura and Hilarie.
- This additional workload affects the work of the Collaborative as a whole and other Collaborative work is put on the back burner.

- Frank recommended using vendor sponsor fees to hire someone to perform these functions since we are currently not using vendor sponsor fees to pay for the conference.
- However, the UNC system will be going through a system-wide efficiency study and therefore this may not be the best time to suggest adding an additional position.
- The TLTC is getting ready to submit a new RFP for a conference manager. We could possibly include some additional duties in the RFP.

New Business

- No new business

Adjourn

- Meeting adjourned at 4:00