TLTC Board Meeting
Center for School Leadership Development Building, Room 119
Monday, December 11, 2006
10:00am – 3:00pm

Minutes

Present:

Board Members:
Ray Purdom (UNCG), Chair
Steven J. Breiner (ASU)
Kimberly Stevenson (ECSU)
John Brooks (FSU)
Pat Chatt (Proxy) (NCAT)
Bob King (NCSA)
John Myers (UNCA)
Kathy Kyzer (UNC-CH)
Beverly Vagnerini (UNCW)
Robert Orr (WCU)
Geri Vital (NCCU)
Chris Weaver (ECU)
Antoinette Moore (Proxy) (WSSU)

Ex Officio Board Members (Present):
Henry Schaffer (Board Member Emeritus)

TLTC Staff:
Hilarie Nickerson (UNC-TLTC)
Frank Prochaska (UNC-TLTC)
Laura Rogers (UNC-TLTC)
Faith Dabney (UNC-TLTC)

Absent:
Jo Ann Pearson (OP-Alliance)
Donna Petherbridge (NCSU)
Mark Sivy (UNCC)
Maurice C. Mitchell (UNCP)
Lori Mathis (UNC-TLTC)

Ex Officio Board Members (Absent):
Yogi Kakad (Faculty Assembly)
James Sadler (UNC Division of Academic Affairs)
Amy Dykeman (ULAC)

Welcome and Roll Call
- Ray Purdom (Chair) called the meeting to order at 10:00 am
- Roll call

Approve Minutes of Recent Meetings: September 27, October 17, and November 15, 2006
- Minutes Approved

Executive Director Report and Update on TLTC Support for GA/PACE Initiatives
- Content Management System project – the Community Colleges have to go out to bid on their content repository. Probably before the end of December or in January.
- Four TLTC initiatives in 2006-07 for PACE/GA
    1. Support of The UNC Online initiative
        - Jim Sadler discussed this at the October Board meeting. GA is building a portal for all of the online programs at all campuses. This initiative is scheduled to be announced this spring.
        - Campus participation will be voluntary
        - The programs will continue to be campus owned and operated. There will be work groups established to implement and operate.

- An Online Quality work group is working on quality assurance of the programs. Laura Rogers is leading it.
- Laura announced an Online Quality videoconference is scheduled for December 12 from 2-4. The workgroup is comprised of 2-3 participants from each campus. They will have a series of discussions on criteria over the next few months and want to reach a consensus on baseline quality practices and criteria by March. Laura said it will be hard to get through everything by March, but should be able to define the vocabulary and identify key concepts.
- Some campuses have established criteria for online courses and many efforts take place in the teaching centers, etc. The workgroup will begin by collecting this information from each campus.

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2. Frank presented to CAOs at their meeting last week and gave them a one-page handout on the TLT Conference. He also talked about the new Course Redesign initiative and gave them a handout about the project using UNCG's pre-calculus redesign as an example. Frank offered that the TLTC would lead an effort to facilitate campuses moving selected courses to the hybrid or online format. Hilarie will lead the initiative for campuses to convert at least one course per campus and is collecting names of campus contacts. Hilarie will gather this information and hold a phone conference in January to begin working on this. Courses would be ready to pilot by January 2008.

3. At the November Board of Governors meeting the external PACE committee presented its recommendations. (See the full report on the UNC GA web site). There are 17 IT recommendations. Two recommendations deal with TLT issues (they are Open Source and common hosting of Blackboard).
Blackboard hosting:
   - Timeline for a pilot would be to have hardware in place by summer 2007, pilot in fall 2007, and move into production in spring 2008. Lori Mathis will be leading this project. The consolidated system would likely be hosted at MCNC.
   - The Vista campuses are going through a similar process now and would share that information.
   - Frank asked campuses to let him and Lori know if they are interested in participating. Many Blackboard campuses expressed an interest in this project. Board members discussed how this might benefit the campuses: consolidated support, training, reduce costs, etc.
Open Source
   - Open Source – examining replacement of commercial versions with open source where appropriate.
   - ECU is working on the Platform Project – comparing Blackboard, Sakai and Moodle. They are having faculty teach on all three platforms and develop an evaluation rubric. In the spring of 2008 ECU will make a commitment on what platform they will use.
   - Edutools has an item by item comparison.
   - On June 30, 2008, the UNC and Community College Blackboard contracts expire. There is a possibility of working together on this initiative.
   - ECU has offered other campuses free use of ECU hosting services if they are interested in teaching a production course in Moodle or Sakai. Contact Lori for more information.

- The Board discussed how the TLTC might facilitate other campuses working with ECU on this effort. Also, the TLTC should facilitate collection and dissemination of the final results to all campuses.

2006-07 TLTC Budget Allocations (Frank)
- Frank distributed the draft 2007 Conference budget and draft 2006-07 TLTC budget allocations from the Finance Committee.
- The Finance Committee recommended adoption of both budgets. Budgets Passed.

2007 Conference Update (Frank, TLTC Staff)
- Motion to raise the registration fee 20% - motion passed.
- The workshop space behind the hotel is no longer available. Looking for other local options.
- Registration will open in mid-January.
- Plenary speakers are becoming finalized.
- Possible workshop topics or demos…please send ideas to Hilarie or Faith.

Report on Vista Project (John Myers, Frank)
- The Vista Consortium Governance MOU was distributed and discussed for information of all campuses. Participating campuses are NC State, UNCC, UNCW, Western, and Ashville. Each campus holds a perpetual license.
- Servers are hosted by MCNC.
- Frank is chair of the Vista Council, appointed by Robyn. The Full membership is the decision making body. The Associate membership is for observation and information only.
- Current funding model is based on campus FTE. Cost per FTE is in the $7-$8 range which includes all MCNC and admin support plus hardware refresh cycle.
- Currently three working groups – Technical, Business, and Training and Support. The Training and Support Working Group is new and now developing a framework. The Technical Working Group has been working on SLAs .
- MCNC provides server maintenance. NC State provides administration. Each campus has institutional responsibilities.
- This initiative could be a model for the Blackboard-hosting Project.

Bylaws Revision (John Myers)
- Proposed revisions to the Bylaws, submitted and discussed at the November videoconference, were passed.

Centra Pilot Update (Faith)
- Nine campuses using the pilot. Western, Winston-Salem, and Central have the highest number of users.
- Contact Steve and copy Lori if your campus is interested in purchasing seats for any SLMS.
- Henry noted that NC State is moving to Elluminate. Accessibility and Mac use is a plus.

Proposed UNC Technology Leadership Institute (Bob)
- Bob proposed a UNC equivalent of Frye Institute. This would be a weeklong event – during the summer – hosted at one of the campuses. The Institute would include training and could focus on higher education IT issues in the context of UNC. There was mutual agreement to plan such a program and bring details back to the Board in 2007.

Open Source Pilot Projects Discussion (Frank, Steve)
- Campuses should consider whether or not they would want to have access to Sakai and Moodle on a trial basis so they would be better informed for decision-making purposes. Some campuses are exploring open source options more aggressively than others.
- The current Sakai contract ends December 31, 2006. Discussion on whether to renew the contract for another 12 months. Renewal would include the latest software version, instructional CD, OSP, help desk, etc. The cost is $18k.
- Moodle training is $4k for an on-site workshop for 20-30 people.
- Motion to allocate $30k to investigate both Sakai and Moodle. Passed.
- Frank will work on outlining the project management aspects with the TLTC staff.

New Projects Discussion/Brainstorming (Ray)
- The Board agreed to pursue this discussion via email.

Committee Reports
- The Portal Committee and Assessment Committees have not met yet.

New Business
- No new business

Meeting was adjourn at 3:00

Next meeting – Board Videoconference on January 17 from 2:00 – 4:00.