

Date: April 13, 2000

To: Susan Peck, Beth Rodgers Leftwich

From: Mike O'Kane, UNC Teaching and Learning with Technology Collaborative

Subject: IDEA Station Proposal

I am pleased to inform you that the Board of the TLT Collaborative has voted to support the TLT initiative that you have proposed, with the modifications indicated in the attached document. These modifications are intended to increase the overall value of the project to the Collaborative to support efforts that help advance the effective use of technology for teaching and learning throughout our 16 campuses.

In addition to the specific modifications that are attached, the Board also requests the following:

1. That the Collaborative Board will receive a copy of any publications associated with this effort. Such publications should acknowledge the collaborative nature of the project within the UNC system and the support provided by the UNC Teaching and Learning with Technology Collaborative.
2. Your understanding that (a) no continuing funds are associated with this allocation beyond FY 1999; (b) all funds must be expended during FY1999; and (c) you will provide documentation to show that the allocated funds were expended in accordance with the approved project proposal, using a reporting template that will be provided to you for this purpose.

3. That any deliverables to the Collaborative that are specified in the proposal or in the attached modifications (reports, presentations, etc) will be delivered as indicated, and that these may be published on the TLT Collaborative Web site, and referenced in the Collaborative's own reports.

Arrangements will be made for immediate transfer of funds in the amount of **\$31,040.00**. Use of these funds indicates your acceptance of the conditions outlined above. Please contact my office if you have any questions in this matter,

Sincerely,

Mike O'Kane, Executive Director

c.

Melvin Johnson (Chair)
Diana Oblinger
Ken Craig

Attachment

MODIFIED PROPOSAL: IDEA station

The Board expressed strong common interest among the campuses in the area of assistive technologies standards and demonstrations. With this in mind some modifications to the current proposals are requested, in order to foster a more collaborative effort to be coordinated by the PI's to develop a structure for ongoing evaluation and communications among the campuses in this area. The deliverables will be:

1. A resource list of UNC-wide assistive technology experts, offices and any existing hardware/software standards (the TLT Collaborative staff will post these to the Portal). Collaborative staff will consult with the PI's on this. Apart from the general value of developing the resource list, it is hoped that this will minimize the risk of overlap between this effort and those efforts that are already in place on each campus to meet federal and state requirements in this area.
2. Assuming that no similar effort is already underway, work with Collaborative staff to evaluate and propose a mechanism by which campus experts can work cooperatively to determine and publish recommended specifications associated with assistive technology hardware and software. This should be accomplished by inviting participation from appropriate offices on each campus (obtained in step 1), and investigation of state and national organizations and standards, for example Equal Access to Software and Information (EASI) at <http://www.rit.edu/~easi/> If a similar effort is already underway, then suggest how the Collaborative and our campus TLT efforts might get plugged into these effectively.

The Collaborative will work closely with the project PI's to facilitate this effort. A key requirement is to develop a structure for cooperative work that will remain viable and ensure continuing update of the specification and related information. We need to be careful not to intrude on work that is already being done on the campuses but rather seek to complement and augment this work where this adds value. Also note that the intention is not to set policies or required standards but rather to provide recommendations that will facilitate procurement efforts.

3. Work with TLT Collaborative staff to populate the Assistive Technology component of the TLT Portal with information and communications structures associated with the project. Collaborative staff will also ensure effective communications with other state initiatives and UNC offices.
4. Initiate communications with Tom Warner, Director of Collaborative Procurement at General Administration to identify joint procurement opportunities for the campuses in the area of assistive technologies.
5. Work with Collaborative staff to establish communications with DPI and NCCCS to evaluate other initiatives and potential for project-sharing interests in this area.

6. The two primary PI's will purchase equipment defined in (2) in an effective manner as as possible within the funding allocation. In addition to real usage, this equipment will be available as demonstration models for experts from other campuses. Note that the Board may consider additional purchases at other campuses to facilitate broader access if funds are available later in FY1999.

7. One of the PI's will be invited to attend the UNC Instructional Technology Retreat on May 30-June 1 in order to: provide a full project report; demonstrate the equipment; assist the attendees in defining ongoing resource and communications needs (sharing best practices, emerging standards, etc); establish priorities for FY2000.

Note 1: the TLT Collaborative plans to fund a contract position in assistive technologies for the remainder of FY1999. This individual will work closely with the PI's to facilitate this project in its new form.

Note 2: It is considered to be beyond the scope of funding of this project to also evaluate design and development strategies associated with online learning and communications. However the Board would be pleased to consider proposals in this area.

Amount requested: \$31,040

Note: In order to achieve these deliverable, the Collaborative will provide additional staffing support as a part of the overall Assistive Technologies effort for Spring 2000.