

UNC TLT Collaborative
Board Meeting Minutes

March 1, 2002

10:00-3:00

Office of the President, Board Room 1

Present:

Frank Prochaska (TLTC)
Hilarie Nickerson (TLTC)
Laura Rogers (TLTC)
Steven J. Breiner (App. State)
Sandra Huskamp (ECU)
Derrick Wilkins (ECSU)
Akbar Aghajanian (FSU)
Brenda Shaw (NC Central)
Margaret Mertz (NCSA)
Henry Schaffer (NCSU)
Sharon Pitt (NCSU)
Kern Parker (UNC-A)
Kathy Thomas (UNC-CH)
Sallie Ives (UNC-C)
Ray Purdom (UNC-G)
Tom Jackson (UNC-P)
Paul Shotsberger (UNC-W)
Carolyn Anderson proxy for Joyce Williams-Green (WSSU)
Carroll Varner (ULAC)

Absent

Tamrat Mereba (NC A&T)
Benjamin M. Coulter (WCU)
Robyn Render (OP-IR)
Betsy Brown (OP-AA)
George Conklin (UNC Faculty Assembly)
Jo Ann Pearson (Alliance)

Ray Purdom called the meeting to order at 10:00 AM

Minutes from January 18 minutes

- minutes were approved

Strategic Planning Session (Laura Rogers)

- Future planning dates:
- Extended planning session to be held March 21-22
 - 4-6 on Thursday
 - All day on Friday

- Will try to set up planning video conference in early April rather than meeting at the April conference
- May meeting time: May 9th Location TBD
- June meeting: June 21

TLT Conference update (Hilarie Nickerson)

- The announcement went out without specific location listed because we are waiting for the appropriate contracts to be signed. We were careful to follow procedures because of the current budget situation. Hilarie will send out the update as soon as the location is confirmed.
- Budget
 - Hilarie explained the budget projections to date
 - The question was raised: If campuses will pay for food/lodging, will board agree to let them attend?
- Reminder that deadline to apply to participate or send proposal is Friday, March 8. However, the board agreed that the deadline for application should be pushed back until March 13th.
- Frank will follow up to make sure that Faculty Assembly members have sent out notice about the conference. Some campuses expressed concern that faculty assembly members may not have sent notices out to faculty. Frank reported that he presented at the Faculty Assembly meeting. The presentation about the conference was very well received.
- Hilarie will send out a campus specific update on Monday, and will try to get tools in place so that Board members can see who from each campus has applied.
- Hilarie distributed a handout that listed conference proposal titles to date.
- Board members should send Hilarie any ideas regarding how Board members ‘fertilize’ the conference
 - Possible interest group meetings: MERLOT, Flashlight, TLT Roundtable
 - Board members should send workshop ideas for workshops and seminars.
- Margaret asked Board members for ideas for a keynote speaker. Board members should send suggestions to Margaret or Laura.

Assessment Initiative Update (Laura Rogers)

- Matter of developing an assessment resources database
- Would be helpful to have an advisory function, anyone interested in participating should contact Laura

Alliance Report (Tom Jackson)

- Jo Ann has been meeting with workgroups and meeting with SAS to see how needs can be met. (SAS gave UNC system a grant last year for faculty training)
- The Alliance Board voted to identify SCT Banner as the strategic direction for the UNC system. A motion was written so that each campus could decide to use the product or not individually. It was a unanimous vote. May impact TLTC (and representative campuses) due to expense in purchasing oracle licenses and servers and the time it will take to migrate. (3-5 years)

- More tools are using Oracle (WebCT, Blackboard, Pipeline)
- Some discussion to look at ways to lessen the financial burden for Oracle

Portal Oversight Committee Report (Ray Purdom)

- The POC requested librarian for POC through ULAC: Betty Ladner from UNC-C was named.
- John Felts (UNC-G) and Josh Boyer (NCSU) have been named to work on portal content in the libraries area
- Martha Kreszock was appointed by ULAC to the collaborative tools subcommittee
- January half-time content coordinator position was advertised. So far, there is limited interest in position possibly because the word was not disseminated wide enough
- Need to select topics of interest so that portal could have a good collection: example, streaming audio and video production, PDAs
- Share student training materials through the portal? Portal may be a good vehicle for that.
- Hilarie has been working on web design/graphics for the website and portal. She solicited comments from Board
- Hilarie will post future iterations of graphic design, comments from the Board are welcome

MERLOT-CATS

- Conference coming up in March
- 2 slots are subsidized and available to UNC. 7 people have applied for those two positions at the time of the Board meeting.
- The Board agreed that we should allocate the funds (to subsidize attendance) randomly. (by the roll of the dice)
- Board requested that those who attend report back to the Board.

Executive Director Budget Report

- Frank provided handout: snapshot of budget from February 8
- As of Feb 8, we have expended ~\$25K, but there are many items that have not yet been posted on the books

Finance and ad-hoc Budget Subcommittee Reports/ Discussion of Budget Expenditures for Spring 2002

(Margaret Mertz/Sandra Huskamp)

- Margaret provided handout listing of recommendation of possible uses of available allocation as well as optional items to be decided upon. (prepay items)
- Sandra described the items on the list for the board
- The executive committee has already approved the professional writer
- Tom Warner to work with TLT group regarding system-wide license for TLT Roundtable and Flashlight
- Frank asked for volunteers to talk about Flashlight/Roundtable activities

- Finance committee recommendation included a list of items to be funded with the intent to approve optional items at the last possible moment (by the end of May)
- MOTION: Approve finance committee recommendation. Motion approved

New Business

- FIPSE proposal (Sallie Ives)
 - Sallie distributed proposal idea and brochure for workshop
 - Overview:
 - Focus on problem that faculty and students face when they are involved in using technology to enhance writing across the curriculum:
 - Technical issues
 - Design issues
 - Pedagogical issues
 - Assessment issues
 - Provide alternative produce solutions
 - Disseminate solution
 - Assess relative merits of the dissemination strategies
 - Sallie suggested that the FIPSE grant may be a good fit with the TLTC and some of the objectives that we are trying to accomplish because we already have the organization and the infrastructure that are already in place.
 - Pre-application due March 13
 - Sallie will be contacting institutions to gauge interest in participation
 - Sallie provided information about the e-learning and writing retreat
- Henry Shaffer
 - Suggested a book “Making the Most of College”
- Frank Prochaska
 - Alisa Chapman is looking for someone to lead a Dreamweaver workshop for faculty for Colleges of Education. Anyone who knows of someone who would be will do teach the workshop should send email to Frank.
- Sandra Huskamp
 - Reminder about: April 10 Distance Ed conference at ECU

Adjourn

Ray adjourned the meeting at: 3:00 (almost)