

## **UNC TLT Collaborative** **Board Meeting Minutes**

Meeting Date: November 29, 2000  
Meeting Time: 10 a.m. – 3 p.m.  
Meeting Location: UNC General Administration, Board Room

### Present (Board Members):

Mel Johnson, Chair (WSSU)  
John Felts, Jr. (proxy for Ray Purdom, UNCG)  
Brenda Shaw (NCCU)  
Sallie Ives (UNCC)  
Joanne DeHoney (NCSU)  
Laura Rogers (UNCW)  
Chuck Bennett (UNCA)  
Frank Prochaska (WCU)  
Derrick Wilkins (ECSU)  
Tom Jackson (UNCP)  
Steve Breiner (ASU)  
Sandra Huskamp (ECU)  
Kathy Thomas (proxy for John Oberlin, UNC-CH)  
Margaret Mertz (NCSA)  
Rodney Harrigan (NCA&T)

Carroll Varner (ULAC)  
George Conklin (UNC Faculty Assembly)  
Mike O’Kane (UNC TLTC)  
Judith Pulley (Academic Affairs, UNC-OP)  
Robyn Render (Information Resources, UNC-OP)

### Also Present:

JoAnn Pearson (Shared Services Alliance)  
Chris Weaver, TLT Project Manager (ECU)  
Jose D’Arruda (UNCP)  
Patricia Turrisi (UNCW)  
Janice Harper (ACE Fellow, UNCG)  
Hilarie Nickerson (guest of Mike O’Kane)

### Absent:

Akbar Aghajanian (FSU)

The Chair opened the meeting at 10:05 a.m. in the Board Room at UNC General Administration.

Professor Jose D'Arruda from UNCP presented the need for a system-wide workshop on TLT. Discussion followed on how this proposed workshop might be combined with the annual TLTC Spring Retreat. A subcommittee volunteered to investigate this possible combination of activities: Mike (chair), Jose (with others from the Faculty Assembly), Chuck, Derrick, Hilarie, Margaret, and Patti.

The Board now went into official session.

The minutes from the September 27, 2000 meeting were approved (Breiner, Mertz).

#### TLTC Executive Director Search Committee Report

Frank Prochaska reported on the status of the search. Three finalists are scheduled to be interviewed at UNC-GA next Monday, December 4.

#### Standing Committee Reports

By-Laws: Chuck Bennett, Chair. No report.

Organizational Assessment and Evaluation: Steve Breiner, Chair. No report.

#### TLT Portal Demonstration and Professional Development Portal Report

Mike O'Kane presented a detailed demonstration of the Portal, and Ray, Steve, and Mike answered questions. The portal is now on-line and operating.

#### TLT Symposium Report

Joanne DeHoney presented the current plans for this symposium, to be held Monday, April 16, 2001 at the Friday Center. (Directors from four or five outstanding faculty centers from outside the UNC System will be invited to discuss their centers.)

#### TLT Flashlight Training Workshop

Chris Weaver presented the current plans for this training workshop to be held January, 2001. Four or five different surveys will be generated at this workshop. Chris will contact the appropriate campuses for names of workshop participants.

Funding of \$4500. was approved for this workshop (Mertz, DeHoney).

### TLT Group Conference

Sallie Ives reported that this conference scheduled to be held at UNCC had been canceled.

### Merlot Project

Mike O’Kane and Chuck Bennett gave an update on the current status of the Merlot Project. The TLT Portal will eventually link to the Merlot database.

### SOLID (Strategic Online Learning Infrastructure Development) Report

Chuck Bennett presented a report on the SOLID group’s activities and plans. There will be a series of videoconferences in February and March 2001 at which course management software vendors will present their strategic vision and some demonstration of their product. A technical person to answer technical questions about the product will also participate.

All videoconferences are 1 – 3 p.m. on the following Fridays:

February 2, 9, 16, 23

March 9, 16, 23, 30

### CISCO Learning Engine Project

Chuck Bennett gave an update, and reported that the UNC System is the beta-site for this project. (Helen Parke from ECU is on temporary loan to CISCO.)

Noon – 1p.m.            Lunch Break

Meeting resumed at 1:00 p.m.

Mel invited Margaret Mertz to discuss the Board meeting schedule for the remainder of the year.

After some discussion it was agreed to meet as follows:

January 24, 2001. Meeting to be hosted by NC School of the Arts.

Agenda items include regular business, adoption of by-laws, meeting new Executive Director, discuss retreat plans.

February 28, 2001. Meeting to be hosted by GA.  
(This and the previous meeting are close together because of the need for budget decisions, retreat planning, discussions with new Executive Director, etc.)

Agenda items include regular business, adoption of by-laws, election of officers for FY2001, finalize retreat plans, budget.

Luncheon meeting at the TLTC Spring Retreat (date to be finalized but late May, early June is likely).

July 18, 2001. Meeting to be hosted by UNCG (if Ray Purdom agrees).  
Agenda items include regular business, retreat report, set annual meeting schedule.

#### Finance Committee (new committee)

Ray Purdom (Vice-Chair of the Board) and Sandra Huskamp volunteered as members. It was suggested that Ken Craig should be asked to serve as an ex-officio member of the TLT Board.

#### Open Discussion

The Board mentioned many general issues that the new Executive Director might want to consider for possible action:

Mike: There is some tension on many campuses between “TLT” and “TL” activities and centers.

Margaret: Have regular meetings with the Alliance Board and with Gretchen Bataille (and the AA division).

Judith: We need to formulate a new strategic plan when the new Executive Director is hired.

Chuck: Consider a joint meeting of the Board with the T&L Center directors.

Steve: The Collaborative needs to do more assessing of its activities.

Judith: Give reports to other boards about the TLT Collaborative’s activities, and receive reports from them at our meetings.

The Board members agreed to send to Steve Breiner in January a list of the benefits each campus has derived from the existence of the TLT Collaborative.

Meeting adjourned at 3 p.m.

### **Joint Meeting with Alliance Board**

From 3 – 5 p.m., the TLT Collaborative Board met with several members of the Shared Services Alliance Board. A document prepared by Mike O’Kane and distributed to the joint session suggested several talking points of possible commonality between the two boards’ areas of responsibilities.

There was discussion of some possible areas of collaboration between the two boards.

The TLTC Board meeting on February 28, 2001 to be held at GA could perhaps be the next joint meeting of the two boards.

Joint meeting adjourned at 5 p.m.