

UNC Teaching and Learning with Technology Board Meeting Minutes
Tuesday, February 10, 2009
Illuminate Webinar, 10 am - noon

Present for TLTC Board Meeting

Board Members

Scott Simkins (NC A&T), Chair
Steve Breiner (ASU)
Chris Thomas (NCSSM)
Donna Petherbridge (NCSU)
John Myers (UNCA)
Kathy Kyzer (UNC-CH)
Ray Purdom (UNCG)
Cindy Saylor (UNCP)
Henry Grillo for Bob King (NCSA)
Chris Snyder for Anna McFadden (WCU)
Alvaro Galvis (WSSU)

Ex Officio

Henry Schaffer (NCSU, Board Member Emeritus)

TLTC Staff

Faith Dabney (UNC-TLTC)

Absent

Chris Weaver (ECU) (late)
Kimberly Stevenson (ECSU)
Valorie McAlpin (UNCC)
John Nworie (FSU)
Janice Harper (NCCU)
Leah Kraus (UNCW)
Frank Prochaska (UNC-GA)
Carolyn Argentati (ULAC)
James Sadler (UNC Division of Academic Affairs)
John Smith (Alliance)
Sallie Ives (Chair of the Technology Committee, Faculty Assembly)
Laura Rogers (UNC-TLTC)
Hilarie Nickerson (UNC-TLTC)

Welcome & Roll Call

- Scott Simkins, TLT Board Chair, called the roll at 10:02am.

Minutes from January 21, 2009 meeting

- We noted that a quorum was not initially present at the meeting, thus we did not vote on anything until the quorum was reached at about 10:30am. The minutes were addressed after the quorum was reached.
- Minutes from January 21 meeting were approved as is.
- We noted that the minutes are out of date on the TLTC board site, though they have been completed for each meeting during this year (<http://www.unctl.org/board/meetings.htm>). Of issue to the board in moving forward (perhaps as part of the website issue) is who will publish and where will Board meeting notes be published in the future, as we look to the near departure of the TLT staff.

Old Business

- Discussion of the UNC TLTC Domain Name (unctl.org) Renewal
 - It was agreed we will do a one year renewal of the domain name, and Hilarie Nickerson is checking into costs for hosting. Henry Schaffer noted that the domain name should reside somewhere with GA in the IT group, rather than left in the hands of staff members who may not continue on at GA. It was noted that the big issue is who will ultimately be in charge of the website and what will go on it.
- Face to Face UNC TLTC Board Meeting/March – Scott
 - During the first week of February, Scott Simkins sent the letter and expects a response from Alan Mabe soon.
 - Should the F2F meeting materials, we tentatively have held March 30, 10-4, as meeting date, F2F, for the board. This meeting would be utilized to articulate our path forward as a board without the UNC TLTC staff and former communication structures.

Role of TLTC vis-à-vis UNC GA and UNC Shared Services Alliance - Scott

- Upcoming Elluminate Contract Renewal
 - The Elluminate contract renewal is inherent of the recurring issue related to the future (and even current) role of the Board. Regarding Elluminate, the shared seats contract runs through June, 2009. Elluminate is potentially changing the way that they are thinking in doing their pricing/parameters around numbers of seats. In the past, a technology contract renewal such as this would have been brought to the board, so the board members could discuss and provide on-the-ground feedback regarding the number of seats that are needed. The Board unanimously approved Scott Simkins proposal to draft a letter

to John Leydon about getting the board's input on the Elluminate issue.

UNC TLTC Bylaws Update – Scott

- Scott will talk to the UNC TLTC executive committee about getting together a committee to work on the bylaws. The bylaws must be addressed to provide a roadmap to the board on how to collaboratively move forward.

UNC TLT Conference update – Faith

- In general, Faith noted that all of the committees associated with the conference are up and running.
- Proposal Review Process. Before we went to an online conference, the proposals were already reviewed. Right now, there are 11 proposals that need additional input on from the review committee; other than those, pending input from Frank, Faith should be able to do an announcement no later than the end of the day February 11 accepted/not accepted presentations (though the schedule won't be done). As of right now, the presentations stand as: 11 – more info needed; 17 - not accepted; 49 – accepted completely synchronous, 7 – accepted asynchronous with synchronous discussions, and 34 accepted asynchronous. There were a number of withdrawals with comments about how people didn't want to attend an "online" conference, and there were concerns about large numbers of withdrawals from certain schools. We will need to look into this/discuss as part of the post-conference analysis on having a virtual conference.
- Registration Fee Decision. Due to the realities of the budget issues that all campuses are currently facing, the TLT Board unanimously voted to NOT charge a registration fee for the TLT Conference this year. We will still require registration, however, as part of participation tracking efforts.
- Vendor Sponsorship Pricing Structure. Elluminate is going to be used for the synchronous sessions, via an agreement with this vendor. We will find other ways for vendors with "competing" products (e.g. Wimba) to participate and have their products shown. We discussed the amounts for vendor sponsorship levels, and there was a suggestion that rather than worry about size of the logos based on the sponsorship level, that we have gold, silver, platinum partners and link to a vendor's designated materials based on their level of sponsorship. We also discussed the importance of being able to track the hits on vendor links as a data point for future conferences/sponsorships. Faith noted that she also wants to track the clicks on the asynchronous sessions.
- Summary of meeting with the East Carolina staff regarding the recent DL forum that they hosted: Basically at any time during their online forum, they had 18 people available to provide support for the conference. Essentially they had a "support center" going through the entire conference. For our

conference, we will need to figure out the amount/type of support that we wish to ask Elluminate for as well as ask the campuses for the support they can provide. Faith will be contacting the campuses about support that we need and to see what the campuses can provide. We also will need to know if there are any IT issues that might be specific with campuses (e.g. can you install a Second Life client on your machine? Can you install the Centra or Elluminate client?) There will be pre-training/walkthroughs of the technology available prior to the conference. Faith indicated that there would be a document that discussion how to prepare for the conference. Faith can also let the TLT reps know who on their campuses register so we can email them about how to prepare!

New Business

- Reminder of upcoming board meetings:
 - March 4, 2 - 4pm, videoconference
 - April 15, 2 - 4 pm, videoconference
 - May 19, 10am - 12noon, Elluminate meeting
 - June 17, , 2 - 4 pm, videoconference
 - May 19 will be Elluminate meetings. 10-12
- Tentative Face-to-face meeting for TLTC board planning
 - Monday, March 30 as a F2F meeting at UNC GA, 10am - 4pm.
- Donna Petherbridge is putting together a quick update table indicating the current LMSs being used by the system schools and anything being piloted at this time.

Meeting Adjourned at Noon