IT Governance Program – Teaching & Transformational Learning Technologies Committee

Meeting Minutes

May 18, 2018
1:30-3:30 p.m.
Computing Services Center, Conference Room 04

Attendance:

<table>
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<tr>
<th>TTLTC Members</th>
<th>TTLTC Members</th>
<th>Ex-Officio Members</th>
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<tr>
<td>X Dr. Christian Brannstrom</td>
<td>X Dr. Catharina Laporte</td>
<td>X Regina Greenwood (Ex-Officio)</td>
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<td>Dr. Trina Davis</td>
<td>Daniel Munoz</td>
<td>X Dr. Jim Snell (Ex-Officio)</td>
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<td>Dr. Kim Dooley</td>
<td>Tyler Raszick</td>
<td>Ron Szabo (Ex-Officio)</td>
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<td>X Dr. Tatiana Erukhimova</td>
<td>Dr. Tim Scott</td>
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<td>X Dr. Beverly Irby</td>
<td>X Dr. Heather Wilkinson</td>
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<td>Dr. Tim Jacobs</td>
<td>X Dr. Mark Zoran</td>
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<tr>
<th>ITG Program Support</th>
<th>TTLTC Guests</th>
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<td>X Juan Garza</td>
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<td>X Joshua Kissee</td>
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<td>X Missy Mouton</td>
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<td>Lea Ann Westmoreland</td>
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Minutes: Scheduled Business

Item 1: Welcome and Announcements
Description: General welcome and opportunity for announcements or items of interest relevant to the TTLTC

Item 2: Results of the TTLC Conference Survey
Description: Receive an update from the analysis of the TTLC Conference data

- Heather Wilkinson provided a hand out:
  - 39% of Respondents favor the use of technology
  - 50% of Respondents expressed ambiguity with using technology
45% of respondents expressed difficulty with using technology

- Heather also provided a handout that included each response from the 56 respondents
- Juan Garza will provide a list of questions (survey data) to help with this survey that are aligned with the objective

**Item 3:** CATIE Survey Data

**Description:** Joshua Kissee will provide an update to the committee on the new response from CATIE for the survey data and consider how this relates to the existing TTLC conference survey data

- We will not be able to use the data from the CATIE survey. The CATIE Committee elected not to share the survey results
  - Hopefully the data we currently have will be sufficient.
  - It is possible for more information to be gained at the Chancellors summit
- The data that Juan secured from Mark Stone related to LMS requirements
- The RITC committee will generate a survey focusing on research related efforts. This will go out around May 31, 2018
- Dee Childs went to the Council of Principle Investigators and made them aware that this survey is coming

**Item 4:** LMS Task Force Update

**Description:** Receive an update from the LMS task force and recognize what type of work activity, if any, should occur over the summer as well as external research services that may be needed to support the task force

- This group has been meeting weekly and making good progress.
- Dee and Catharina are chairs of this committee
  - The group reviewed memos that have been drafted from Dee and Catarina requesting members to be on this task force
  - The group reviewed names of those individuals and their college, which is being contacted for recruitment on this committee
  - Josh will edit the letter and names as a result of discussions from this meeting
  - These letters are sent to the college Dean/Department Head with a suggested name within that college
  - It is possible that the administrator may choose someone other than who we have suggested in that letter

**Item 5:** Summer Agenda & Collaboration

**Description:** Understand how to best work together as a committee over the summer. Identify the most appropriate work among the objectives that is conducive for remote collaboration activities

- This committee's next meeting is currently scheduled for July 13, 1:30-3:30pm CSC-04
- This committee currently meets every 2 months
• Discussion ensued regarding this schedule and whether or not we are meeting often enough.
  o Discussion was tabled for the Fall meeting
  o It could not be voted on at this meeting since the quorum was not met
  o Josh will schedule monthly meetings from August to May
  o If at a later date it is determined that these meetings are not needed monthly, it will be
    adjusted at that time
  o Possibility discussed of moving these meetings to Friday mornings
  o This group will be polled regarding best the day and time to schedule the meeting

Motion made and seconded; meeting adjourned: 3:08pm