

IT Governance Program – Teaching & Transformational Learning Technologies Committee

Meeting Minutes

April 19, 2019

10:30a.m.-12:00p.m.

Computing Services Center, Conference Room 04

Attendance:

TTLTC Members		TTLTC Members		Ex-Officio Members	
X	Dr. Christian Brannstrom		Dr. Tim Jacobs		Dr. Karen Butler-Perry
X	Dr. Craig Coates (Co-Chair)	X	Dr. Catharina Laporte (Co-Chair)		Regina Greenwood (Ex-Officio)
X	Dr. Trina Davis		Ethan Albert Martinez		Dr. Ann Kenimer
X	Dr. Kim Dooley		Dylan Murray	X	Dr. Jim Snell (Ex-Officio)
X	Tracy Hammond	X	Dr. Heather Wilkinson	X	Jalal Moussoui
X	Dr. Beverly Irby	X	Kris Wuensche	X	Dr. Jocelyn Widmer

ITG Program Support		TTLTC Guests	
X	Sharon Gibson-Mainka	X	Ethel Vaught
X	Missy Mouton		

Minutes: Scheduled Business

Item 1: Welcome & Announcements

Description: *General welcome and opportunity for announcements & items of interest relevant to the TTLTC.*

- Dr. Laporte: The second TTLTC is May 1 & 2. Sharon and I will be presenting there.
- Dr. Wilkinson: 21st Century classroom building - now taking proposals to be able to teach in this building. It is planned to open Fall of 2020.
- Sharon: Introduced Ethel Vaught, she will help provide support for the IT Governance.
- Dr. Laporte: Discussed LMS report and the data in the survey conducted. A final report will be created from this data and distributed to the TTLTC via BoardEffect.

- Dr. Catharina Laporte discussed Annual IT Security assessment survey sent out that is closing today for non-it professional use for equipment on campus. The survey was written by IT professionals, but there were many non-IT recipients.
 - The wording is the same for all audiences, which makes it difficult for non-IT people to understand. Many other committee members also reported issues with completing this survey.
 - From a PI standpoint- all stakeholders had to fill out the survey as well.
- Action Item: Dr. Laporte feels a memo should go to the IT security and risk group to address some of these issues.
- Sharon: EAC Committee update: There is a task force created to create two service catalogs, one for equipment and one for software.
 - There will be a request to add people to this committee going out soon.
- Dr. Beverly Irby discussed that she participated in a new APA training and wondered if that is something that should be looked at University wide.

Item 2: Call for new Committee Co-Chair

Description: *Discussion and proposal for new committee co-chair or parliamentarian for the Committee.*

- Dr. Laporte’s term with the committee is ending. The committee needs a Co-Chair/Parliamentarian to serve with Dr. Craig Coates.
- Sharon Mainka will send out any nominations in BoardEffect and will distribute for vote.

Item 3: Update from Peer Review Writing Tool Task Force

Description: *Update on the progress from the Peer Review Writing Task Force.*

- Dr. Craig Coates reported that this task force is on hold until an LMS is selected, so there is no update at this time.

Item 4: Call for Task Force to begin review of duplicated services across the campus

Description: *Request for Task force members to determine how to identify and review duplicated services across campus as related to Objective 3 and discussion of potential approaches.*

- Dr. Laporte feels that instead of this item, that we first revisit our objectives instead, and those in attendance agreed.
- Dr, Laporte suggested that BoardEffect be used in the future when there are items that need to be discussed at following meetings.

Item 5: LMS Update

Description: *Update of the LMS Review from the LMS Subcommittee.*

- The LMS Subcommittee will be drafting their recommendation report this week.
- The report will be posted in BoardEffect for this committee’s vote on April 29, 2019.
- The report is being distributed BoardEffect so that we can collect feedback before the May 15 meeting in case any revisions are requested from the report.

- Report includes data from the University-Wide Survey, Back end report, reports from EIR, AEFIS, Turnitin, Feedback forums, and feedback from the LMS demonstrations.
- If TTLTC votes to accept the report, it will be forwarded to the SITC on May 17 for their review, then forwarded to the EITC for a decision.

Next Meeting May 15th.