

IT Governance Program – Teaching & Transformational Learning Technologies Committee

Meeting Minutes

February 15, 2019
 11:00a.m.-12:30p.m.

Computing Services Center, Conference Room 04

Attendance:

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

ITG Program Support		TTLTC Guests	
X	Sharon Gibson-Mainka	X	Dr. Juan Garza
	Joshua Kisse	X	Dr. Valerie Balester
	Missy Mouton		

Minutes: Scheduled Business

Item 1: Welcome & Announcements

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

- General Welcome. No announcements.

Item 2: Call for a Peer Review Writing Tool Task Force

Description: *Discussion about creating a Peer Review Writing task force to review Peer-Review Software and make a recommendation for which software should be used campus wide.*

- Item brought to Committee's attention by Dr Sean Jasperson
- Dr. Coates explained the difference between Peer Review software and Peer Assessment software
- Dr. Coates outlined the history of Peer Review software on the TAMU campus
 - CPR (Calibrated Peer Review) was used but was retired.
 - Peerceptiv was selected as replacement for CPR after a pilot period.
 - Peerceptiv contract expires in about 18 months, and other options are available, so it's a good time to explore other options.
- Task Force to be formed. Charge to include, but not limited to, investigating:
 - How it is used by individuals and groups
 - How it is used for evaluations/grades/review
 - How it integrates into potential new LMS options
 - Pricing and costs
 - How used at peer institutions
 - Comparison of features
 - How it is used on the research side (peer review of articles)
 - How it integrates with Turnitin (or equivalent)
- Request for volunteers to participate on a task force to review Peer Assessment options
 - Dr. Coates will head up the task force **(Action item: Gibson-Mainka & Coates)**
 - Dr. Snell will assign someone from ITS to participate
 - Invite Dr. Sean (Jon) Jasperson
 - Sharon Mainka
 - Dr Valerie Balester (Director TAMU Writing Center)
 - Someone from College of Education / Grad Program (suggestion from Dr. Butler-Perry)

Item 3: Update from Examity Task Force

Description: *Update and recommendation from the Examity Task Force*

- Examity Task Force provided a report on their findings
- Report illustrated that currently TAMU is paying 6.03% in On-Demand fees to Examity.
- Task Force recommended the following
 - A revision to the existing contract that allows Colleges and Departments to pass the On-Demand fees back to the students. The Colleges and Departments will continue to pay all proctoring fees. Colleges and departments can work with Examity to opt out of this payment model if they choose by contacting our Examity representative. This will require submitting an Addendum to the contract to Examity.
 - The faculty be encouraged to enter a statement in their syllabus clearly outlining the fees that may be incurred if students do not schedule their exam outside of 24 hours of the exam start and/or if they miss their scheduled exam time. A sample syllabus statement was included.
- Committee requested that 2018 data from Proctor U be provided as a comparison.
- Committee requested that the Task Force communicate with existing users of Examity to see if they would be in favor of these recommendations.
- The report will be added to the committee Google Drive. **(Action Gibson-Mainka)**
- Report link in Google drive to be circulated among TTLC committee for comment before next meeting **(Action item : Laporte)**
- This will be re-visited in the next meeting on this additional data is provided.

Item 4: IMS Survey Data Discussion

Description: *Discussion*

- Dr. Juan Graza presented data from the annual survey that IMS distributes to its customers each year.
- 16 of the 19 colleges use the 181 IMS regulated classrooms.
- Represents 800,000 semester credit hours
- Does not include several colleges including ENGR, LAW, Dentistry, Nursing, Galveston etc.
- The survey is part of a Continuous Improvement Program.
- Provides IMS feedback on service quality.
- In addition to satisfaction data, the survey provides an overview of the types of software the faculty are using in the classroom and what software they would like to be using in the classroom that is not currently available.
- Dr. Garza asked for feedback on additional questions that need to be asked --- will need any additional for next survey which will go out after Spring Break.
- Report Link in Google drive to be circulated among TTLTC committee for comment before next meeting (Action item : Laporte) The presentation will be added to the committee Google Drive. (Action Gibson-Mainka)

Item 5: Call for volunteers for EAC Task Force

Description: *Request for volunteers to serve on the EAC taskforce for IT Services.*

- Dr. Garza explained that the EAC is creating a task force to create a service catalog for TAMU
- Gathering information on what a control catalog should look like, what types of contracts we have available, this is the software we have as a University, who is responsible for that software and who it serves.
- He requested volunteers from TTLTC to assist and provide input.
- Task Force Volunteers:
 - Dr. Craig Coates (Action item: Coates to liaise with Garza to co-ordinate)
 - Dr. Christian Brannstrom
 - Dr. Tracey Hammond (?)

Item 6: Procurement Example Open Discussion

Description: *Request for example of procurement issues that can be used to develop University-wide processed for purchasing.*

- Dr. Laporte requested that everyone go into the Google Doc and add specific use case examples/experiences related to purchasing information resources.
- The purpose of this is to create guidelines for faculty to use to assist them in identifying if a particular software should be used, get them to think through potential security issues and establish if there is a contract or not.
- Additionally this information could be used to assist the EAC as they work to outline procurement processes for software purchases.
- <https://docs.google.com/document/d/13KL6I9hDyuFq196MUPK6Pwy-2t2y0te5MO4HrWgp5PY/edit> (Action Item: Laporte to email committee with feedback by next meeting)

Item 7: LMS Update

Description: *Update on the LMS Review Process*

- Committee is going full steam ahead
- Blackboard Ultra will be on Campus Monday, February 18th and Tuesday, February 19
- Please attend a session if possible.

Next Meeting: March 22, 2019, 10:30am-12:00pm in CSC 04