IT Governance Program – Teaching & Transformational Learning Technologies Committee

Meeting Minutes

February 21, 2020
10:30 a.m.-12:00 p.m.
Computing Services Center, Conference Room 04

Attendance:

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<tr>
<th>TTLTC Members</th>
<th>Ex-Officio Members</th>
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<tr>
<td>Dr. Christian Brannstrom</td>
<td>Dr. Joanna Goodey Pellois</td>
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<td>X Rebecca Burns</td>
<td>X Dr. Beverly Irby</td>
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<td>Dr. Craig Coates (Co-chair)</td>
<td>Dr. Lucas Macri</td>
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<td>Paloma Cuello Del Pozo</td>
<td>X Dr. Heather Wilkinson</td>
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<td>X Dr. George Cunningham</td>
<td>X Kris Wuenstche (Co-chair)</td>
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<td>Harlan Gabriel</td>
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<tr>
<th>ITG Program Support</th>
<th>TTLTC Guests</th>
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<tr>
<td>X Sharon Mainka</td>
<td>X Mauro Sericano</td>
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<td>Missy Mouton</td>
<td>X Chelsea Gochnour</td>
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<td>X Ethel Vaught</td>
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Minutes: Scheduled Business

**Item 1:** Welcome & Announcements

Description: General welcome and opportunity for announcements and items of interest relevant to the committee.

- Kris Wuenstche welcomed the group and conducted around-the-able introductions.

**Item 2:** Items from Dean of Faculties office

Description: Announcements from the Dean of Faculties Office

- Heather Wilkinson presented this agenda item. Discussed the Provost Academic Professional Track Teaching Awards and who may be eligible. Debra Fowler in the Teacher Center for Excellence has worked extensively on this award. Jim Montag secured a donor and Debra created this award. This is all in the presentations folder on Google Drive.
The Presidential Transformational Teaching Grant information can be found at PTTE.tamu.edu/funded or by attending the TTLC Conference in the spring, April 29 and April 30, 2020. Ttlc.tamu.edu website has more information about this conference, including a schedule/agenda. This schedule was discussed.

**Item 3: Update on LMS Implementation**

- Jocelyn Widmer discussed this agenda item.
- Slides were shown, which are available for viewing on Google Drive. Mauro Sericano is the project manager and is working with Juan Garza on this project.
- Discussed the timeline of TAMU Canvas Implementation. Planning for close alignment with Canvas and Banner. Canvas.tamu.edu is the URL being used at this time. A lot of work behind the scenes to keep these two LMSs up and running for at least a year. Canvas is a cloud-based system and will have to integrate with Banner accordingly.
- Discussed the governance structure of the LMS implementation as well as the LMS Advisory Committee and the Executive Committee. The proposed structure was shown in the slides.
- Tier 1 support: Help Desk Central
  Tier 2: Office for Academic Innovation
  Tier 3: Provost IT office
  This is being set up so that each college will have sub-account access. Allowing the schools and colleges to take care of some things before escalating to the tiered solution when possible.
- Strategy for Change Management: The three key areas working on are Communication, Engagement and Training.
- These available resources to date will be available through LMS.tamu.edu. Canvas R1 Community of Practice is another resource we have become a part of. These have been brought together from large public and private universities.
- DOJ Audit was discussed. Some felt ALLY was the best third-party tool integrated into the LMS for accessibility. We have received an extension until March 31 to respond to the DOJ audit. With that the provost has asked that we start to look at closed captioning options. Zoom has released a live captioning feature that can now be turned on to a small group to understand how that feature works. This has seemed very useful.
- Discussed assembling a task force to see what other groups are using for closed captioning. Discussed establishing an adequate number of members with good representation from desired areas. Once voted on whether or not to create a task force, can then later decide the parameters of such. A motion was made to create a task force, all for, none opposed. Motion passes. Anyone interested in being on this task force was asked to give their name to Chelsea Gochnour, who was present in the room. Kris Wuensche volunteered to chair this task force.

**Item 4: IT Governance Updates**

**Description:**

- Anyone who didn’t receive a challenge coin for being on the ITG committee, let Sharon Mainka know and she will get you one.

- Update on other committees:
- EAC: working on a recommendation from the AIC, which recommended moving to Office 365 email cloud service. The EAC has been asked to look at this.

- IRPSC: Going through the process of updating and/or retired SAPs that have to do with information resources. They are also getting updates on DOJ inquiry as well.

- RITC: about to turn in their report for research cloud storage.

**Item 5: Proposed Sub-Committee Tasks**

**Description:** A discussion focused on what educational technology items the committee should review next

- Christian Brannstrom discussed the enterprise-level service catalog effort. Why do we need it, what are risks of not doing anything? Service-focused approach, how to help persons looking for something and how they can get that done. Software inventory will be tied into that as well.

Meeting adjourned