University of Alaska Southeast

TLTR Committee
Meeting Minutes
Friday, February 6, 2004
10:30 am – Noon
Novatney Conference Room

Meeting was called to order at 10:30 by Chair, Steve Hamilton.

Attendees: Barney Norwick, Jennifer Brown, Shirley Grubb, Steve Hamilton, Lisa Hoferkamp, Ashley Ahrens, Mike Ciri, Joseph Sears, Judy Mitchell, Alice Tersteeg, Karen Cummins, Tom McKenna, and Denise Blankenship, Susie Feero and Martin (Marty) Leonard, and Bonnie Elsensohn, joined from Sitka. Guest: Cody Bennett

Agenda: discussion items were on Review of Strategic Questions; Special Projects-Overview; a Demo of E-portfolios, and Cody Bennett gives a presentation on Information Literacy.

Minutes:

Discussion items revolved around the Strategic Questions from last meeting, and comments on Special Projects. a demo was given on E-portfolios, and a discussion on Information Literacy CD from Cody Bennett.

In looking at the Special Projects, it was determined that they are much better than last year. Steve was going to talk to Robbie to come up with the money, as well as a committee to be set up to go discuss the merits of these projects. All 3 special projects have some merit to them..

In determining how to handle strategic questions - Go to directly to the deans on main campus through department chairs and on remote campuses, representatives are to choose the best mechanism for getting it into the director's hands.

Discussion of the Strategic Questions itemized on handout. The Strategic Plan is to be reviewed this Spring. Need to look and update this with these questions in mind involved with distance education. This fall is also 5 year review for accreditation. Recommendations from previous time that we need to be responsive to.

The Center for Instructional Design topic was brought up and this discussion centered on establishing a central location, differences/similarities between and Instructional Designer and Educational Technology Specialist. Qualifications specifying not a student or grunt worker, and the faculty being the content specialist on the curriculum design as courses turn more towards distance and determining the best delivery method were also included in the discussion.

Electronic/hard copy of a cover letter, drafted by Marty and Steve, approved/ammended by the TLTR members, regarding the role of technology in distance education to be distributed to the various TLTR representatives to give to their dean to make a stronger voice. It was agreed that this was a good approach. The deans are not to report back to TLTR but, as changes come to each department, keep these strategic questions in mind.

E-Portfolios

Demonstration was given on E-Portfolios from several students who agreed to be part of this test. Ability to save a portfolio and use for future use in employment. Selectively share items. Students like the idea of posting their stuff but too deeply layered; liked the comments sections. Questions and comments around regarding customization; how long to store on servers; if it does not exist after they graduate it won't be worth anything if it gets taken off server while looking for employment; it has to remain on line somewhere. Suggestion was to join the Alumni Association and keep portfolios up on server. What is the availability of audio and video streaming or download and play on e-portfolios? Most systems will play streaming files if they have the bandwidth. Main question is how do students get the equipment to "create" these files? Knowledge of technology and how to do this, problems with large files and resizing, will it be more difficult to do for distance students?

Information Literacy CD—Cody Bennett

Information was gathered last summer to create an Informational Literacy CD for local and distance students regarding resources they may want to utilize for classes. Some of the content includes: Acrobat, Fetch/FTP programs, Antivirus protection, Netscape 7, Quick Time Real Player, Links for distance students, and UAS catalog. Had initial run 200. In-person or phone or internet can pickup. FREE! Hybrid for Mac and PC. Auto run and menu at the beginning suggested next run. Library links included. Permissions for programs/software to use the downloads would in included. Suggestions as to more "how tos" and "what is" might be included, such as "How to get to the UAS web site?"; "What is UASOnline?"; "How do I find information on..distance testing centers, purchasing textbooks, " etc.

Special Projects

Ashley, Judy and Alice volunteered to qualitatively rank them – all seem to be approximately $4000 each. Measurement criteria is on website. Be a little more human in approach. Good faith efforts. Steve will go to Robbie for selection. Rank 3 proposals 1-2-3. Probably only able to fund 1. Prioritize projects and realize the money is there but if we do not fund them all, the rest of the funding would go to purchase more projectors, etc. for classrooms. Report of the ranking at next meeting in March.

Additional Items

Macromedia BREEZE purchased in Sitka. Synchorinis and Asynchonis presentations. Pilot presentation in summer.

Audioconferencing methods are changing. ATN has dropped their prices, but still not as cheap as the new vendor is offering. Tutorial for staff and faculty will be forthcoming.

Next Meeting March 19, 2004

Meeting adjourned at 12 noon.