

**DRAFT -- Minutes of the TLTR Meeting January 18, 2002 ELIB 211 10:30-12 noon**

**Members Present:**

Jamie Atkinson	Michael Ciri	Shirley Grubb	Lisa Hoferkamp
Rebecca Moorman	Jason Ohler	Jeff Quick	Joseph Sears
Alice Tersteeg	Susan Warner	Emily Wescott	

**Members Absent:**

Jonathan Anderson	John Attebury	Mark Graves	Steve Hamilton
Steve Johnson			

**Guests:**

Karen Cummins	Eve Dillingham	Robbie Stell	Mary Wegner
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1. Call to Order
  2. Additions or Changes to Agenda
  3. Approval of Minutes (11/16/01)
  4. Technology Forums - Schedule
  5. Budget Update
  6. Special Projects
  7. Goals for this Semester
  8. Meeting Schedule – Next Meeting
  9. Adjournment
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1. **Call to Order** – Meeting was called to order at 10:40 am by chair, Rebecca Moorman. [Eve Dillingham attended in Steve Johnson's place.]
2. **Additions or Changes to Agenda** – Michael asked to add *Enhancements to UAS Online* to the agenda.
3. **Approval of Minutes (11/16/01)** – Minutes approved and seconded by Susan and Michael respectively.
4. **Technology Forums - Schedule** – The group brainstormed and discussed different ideas for Technology Forums. The following four are those we decided to proceed with this semester.

What's New in Media – Library – Computing We will hold a Lake Room drop-in forum, focusing on the services that are available to students from Media Services, Egan Library, Computing Services, the Learning Center, and Student Services. Joseph Sears will coordinate this forum, to be held next week.

UAS Online Michael Ciri will arrange and hold his annual forum on UAS Online. He will focus on new features as well as standard features. He anticipates spending half an hour on current features and half an hour looking to the future. To be held sometime in February.

Earlier this year, Emily Wescott suggested we showcase Student Uses of Technology in a TLTR Forum. Many students are using technology in projects, and some of them lend themselves to demonstration. We discussed holding this sometime in March. Specific projects for the showcase will be determined later.

Music and Art Technology Show Jason and Alice will coordinate a forum in April showcasing uses of technology in music and art. They will approach artist David Ricchio about putting on a demonstration. This topic might work as an evening event, to which we could invite the public. Egan Library is available on Friday and Saturday evenings.

5. **Budget Update** – [Postponed until next meeting]

6. **Special Projects** – No awards were made Fall Semester 2001. We have one submission so far for the Spring 2002 cycle; the deadline is February 15. We will send out reminders, in addition to the notice on the TLTR web page and the *UAS For Students* and *For Faculty* web pages. For the Student Drop-In Forum next week, Rebecca will put together a handout explaining the Tech Fee and encouraging student submissions for Special Projects. The Proposal Committee will need to meet and bring their funding recommendations to the next meeting.

**7. Goals for the Semester** – Rebecca raised the following question with the group: “What can and should the TLTR be doing?” We would like to focus more on the TL (teaching and learning) part of TLTR. Michael suggested we get a snapshot of how UAS is using technology in Spring 2002. The group agreed that each TLTR member will prepare a one-page document about how technology is used for teaching and learning in that member’s department. We will put these snapshots together, and “publish” a report outlining how technology is currently being used by faculty and students in their programs at UAS. TLTR members may need to get on the agendas of their departmental meetings to initiate this discussion and get input from their peers. The intended audience of this report will be the faculty and students of UAS, with secondary audiences of the public, prospective students, and the UAS and UA system-wide administration.

We believe this document will demonstrate that we are not “doing technology” just to spend the tech fee. Some issues to address include: How are faculty using technology and why are they using it? Is technology the primary way you teach your courses, the secondary method, or do you use it at all? How does technology enhance your teaching? How does technology enhance learning outcomes?

We developed the following question for faculty and staff TLTR members to answer:

*In what ways does your unit currently use technology in the teaching, learning, and research environment for your students?*

*Please provide 1 to 3 case studies from your program which illustrate your answer.*

We will continue to brainstorm at the next meeting about a comparable question for student members to answer. We would like to include student points of view about teaching and learning with technology in this report. At the February meeting, we will discuss this further, then bring drafts to the March meeting. By the April meeting, we will have a final report completed.

The group also discussed technology survey instruments. The FLASHLIGHT project focuses on how technology enhances the teaching and learning environment from faculty and student perspectives. For a fee we could implement this survey very easily. Noel Levitz has a survey called “A Satisfaction Survey for Students Involved In Distance Learning Programs.” Different from FLASHLIGHT, this survey asks students about their level of satisfaction. We could implement this survey as well for a nominal fee. Lynn Schrumm is conducting a survey on what works for distance education, what doesn’t, and why. Media Services is currently surveying faculty about their media needs in the years to come. Concern was raised about giving faculty too many surveys. We agreed not to pursue additional surveys at this time.

**8. Enhancements to UAS Online** – Michael mentioned the new tools available on UAS Online, including the *NetMeeting* tool, added security features, the ability for students to email completed quizzes to themselves, etc. For full details, go to: [http://www2.jun.alaska.edu/faculty\\_support/uasonline\\_improvements\\_fall2001.html](http://www2.jun.alaska.edu/faculty_support/uasonline_improvements_fall2001.html)

**9. Meeting Schedule / Next Meeting** – We decided to meet on the fourth Friday of every month for the remainder of the semester (from 10:30-12:00). Meetings will be held February 22, March 22, and April 26.

Our next meeting will be Friday February 22 from 10:30am – 12:00noon in LIB210.

**10. Adjournment** – Meeting adjourned at noon.