University of Alaska Southeast

TLTR Committee
Meeting Minutes
Friday, November 15, 2002
10:00 am – Noon
Videoconference Room
Egan Library

1. **Call to Order.** The meeting was called to order at 10:00 am by Chair, Steven Hamilton.

2. **Attendance.**

Steven Hamilton	Mike Ciri	Alice Tersteeg
Barney Norwick	Judy Miller	Joe Sears
Jamie Atkinson	Jennifer Brown	Lisa Hoferkamp
Mary Wagner	Mark Graves	Jonathan Anderson
Jason Ohler		

Jamie indicated that another student would be appointed to fill the position left vacant by Jeff Quick, who is leaving UAS.

GUESTS: Tom McKenna

3. **Review of Minutes:** approved unanimous consent.

4. **Review of Annual Budget.** No budget was discussed; put on agenda for next time.

5. **Special Topics.** E-Portfolios. Tom McKenna is here and Steve and Tom are working on them: A)Special Projects needs more; B) Student Advising take off agenda and put on next meeting due to Lori Klein not available and taking tour of new building; C) Movement into Web Based Courses be delayed until next time by Barney so we could do the tour; D) Notebook computer issue, giving out permanently vs. temporary leasing getting update from group working on that project.

6. **Tom McKenna:** what is a portfolio and divide up and see who uses them, why and how. Different approaches to electronic portfolios. Different types: faculty, student learning, institutional learning, and different subgroups under these headings such as Growth-based, Presentation-type, etc. Much flexibility so need to know whatever tool we should pilot. Contacting departments to see what is needed, and to get a pilot of 12-15 students to represent various on-campus/distance clientele. Discussion of contact IT people here and Middlebury College to see what notes can be shared on this work in progress. Also, ability to participate and critique in Web Log server, BLOG, content management systems, edit via browser. Getting entire university on board before we start, is not likely – but to try to take incremental steps to get this going. Therefore, 12-15 students to build something to try get them using it and see what works and what

doesn't. Careful not to duplicate portfolio efforts already in place by various academic units already using portfolios and are supportive and to supplement what is already in place. The directive to examine the need for e-portfolios has come from Robbie Stell to take on some learning technology issues. Challenge is to not to counteract what others are doing, be flexible enough, and still meet all our needs. Discussion of why electronic portfolios were necessary as compared to resumes or vitaes –accessibility with future employers and familiarity with technology. For January meeting Tom and Steve will bring a more formal structured plan or report what they have compiled from the departments.

7. **Special Projects:** will be done once this year. _Deadline February 15, 2003._ Only one group that has expressed an interest. Web site has current information. Dilemma if there is urgency – can group get what they need in hopes of being approved by TLTR and then getting reimbursed? If not, group/department pays. Is TLTR last resort funding? Should groups apply to other sources before TLTR? Possibility to set bad precedent. The student newspaper, The Whalesong, was the example. Question was brought up as to why any special project would have an urgency for funding to be completed in a certain academic year. Balance in the system as to who is "approved" – level playing field as to who has bought something as opposed to who has not. "Infrastructure" and not a "project" to keep growing. Discussion on difference in students having energy and ideas to do something now should not be discouraged or compared to administration or faculty-based proposals. Are we willing to "back-fill"? The group agreed that, subject to the regular criteria and selection process, reimbursing for funds already expended is acceptable.

8. **Notebooks:** Jamie reported that we are looking at the various issues and will report next meeting. We have 8 notebooks to check out and issue is to check out time frames. Wrinkle is student refuses to turn in notebook and pay late fee as opposed to stolen property issue.

9. **Report WCET Conference:** Western Cooperative for Educational Technology. Highlights were Presentation on Federal Policies Role in Education and Distance Education and two resources handed out by accrediting body, Best Practices in Distance Education, and Student Learning Assessment – Options and Resources. Looks at how we can access learning, outcomes, portfolios, retention, ages, disciplines, living arrangements, etc. Another topic discussed was Copyright issues. Teach Act and how we comply. Creative Commons was also presenting and announced it is no longer necessary to say "copyright" to be protected. How is Creative Content shareable. www.CreativeContent.com Also discussed was MITOCW – MIT Open Course Ware. Documents available through Steve or Mike. Also discussed was BOR passed $250,000 budget for UA PROJECT – MYUA – for UA students bundles grades, classes, clubs at any UA campus and content management.

10. **Next meeting:** January 17, 2003

11. **Adjourned:** 11:35 and went to tour new Egan classroom facility.

Respectfully Submitted,

Karen Cummins