

TLTR Minutes for March 28, 2008

Attendees: Susie Feero, Marsha Gladhart, Colleen McKenna, Grant Rich, Joseph Sears, Jeremy Johnson, Michael Ciri, Patti DeAngelis, Elise Tomlinson, John Bilderbeck, Jill Hanson.

1. Classroom technology report
 - a. Issue 1
 - i. Need to determine if we need VCRs in classrooms
 - ii. Changing technologies will affect this decision
 - iii. How to know what technology is really needed in classrooms
 - b. Discussion
 - i. Some faculty still use VCRs but most do not.
 - ii. Faculty training will be needed to shift to DVD
 - c. Issue 2
 - i. Pilot Smartbox is not yet ready to pilot.
 - ii. Michael will make sure it is piloted this spring, contact instructors, and report back
 - d. Discussion
 - i. Jeremy says students will use the Smartboxes on Saturday
 - ii. Pilot classroom is heavily scheduled which has delayed installation
 - iii. Michael described the technology involved and the reasons behind the decision to pilot the SmartBox
2. Student success report
 - a. Issue 1
 - i. Design of Website that focuses on common information for all UAS students, faculty, and staff regardless of location
 1. what students need to know prior to beginning a class
 2. how-to's for communication tools and engagement methods used
 3. tip sheets for how/when to use resources available
 - ii. Website proposal outlined design recommendations
 1. comprehensive index page
 2. common content
 3. separate specialized content
 4. remove duplicate sources of content
 - b. Discussion
 - i. Who will manage the site?
 - ii. Set up a link on all Websites?
 - iii. Good design is very important-navigation is critical
 - iv. Current student page does not have useful information
 - v. Need unified student portal – general and simple
 - vi. Start out with best practices and then build
 - c. Issue
 - i. Need clear instructions for students as soon as they register
 1. IT needs endorsed message to send out to students when they register
 2. We need to involve representatives from other units
 3. Does the level make a difference-freshman or senior
 4. Centralization is important—what are the basics?
 5. Sitka postcards are effective and should be expanded

Submitted by Marsha Gladhart