University of Alaska Southeast

TLTR Committee
Meeting Minutes
Friday, September 12, 2003
10:30 am – Noon
Novatney Conference Room

Meeting was called to order at 10:40 by Chair, Steve Hamilton.

Attendees: Barney Norwick, Jennifer Brown, Shirley Grubb, Steve Hamilton, Jason Ohler, Lisa Hoferkamp, Ashley Ahrens, Mike Ciri, Judy Mitchell, Alice Tersteeg, Karen Cummins, Benjamin Shier, Tom McKenna, and Cathy LeCompte joined in from Ketchikan; Denise Blankenship, Susie Feero and Martin (Marty) Leonard joined from Sitka.

Agenda: added to agenda is Robbie Stell announced a training opportunity in North Dakota in October called Beyond Boundaries.

Minutes: move to more summarized version of minutes, all approved. Judy Mitchell motioned to approved minutes and Jennifer Brown seconded.

1. Introductions of TLTR members for this year. New members included Social Science – Ashley Ahrens; Education – Tom McKenna; Student Government – Benjamin Shier. Acknowledgement given to UAS-Sitka and UAS-Ketchikan participants calling in via audio conference. Conscious decision to bring campuses together and clear not to replace what individual campuses were doing but just a method to share information.

2. Agenda Item 1: TLTR Purpose and Focus. Establish faculty working group from Faculty Senate that deals with academic computing issues. Future vision of campus-wide disciplines of distance education was purpose of TLTR. Need to include Sitka and Ketchikan in vision mechanism. Suggested special TLTR meeting to discuss vision statement.

3. Budget discussion focused on the spending of tech fee dollars. TLTR not to micromanage budget but how far does the budget reflect where we are going. Report by Jason Ohler & Lynn Schrum reported to Robbie the number complaint by students, faculty and staff was the lack of a vision for distance education. Jason felt that TLTR a good forum to work on this. There was general agreement and on this as well as the need for Sitka and Ketchikan campus involvement in the effort. Strong student input was also suggested. A special meeting of TLTR was scheduled for October 3 to pursue this.

4. Mike distributed budget report showing what TLTR earned last year and how we look this year. Projected revenues and expenditures to-date explained.

5. Special Projects: Although there has been less interest in special projects by students over the last two years, the group indicated a need to continue this effort. Some potential problems may have been the lack of meaningful promotion, tight timelines, and overly rigorous requirements. Members set a timeline of aggressive promotion this fall with a deadline for submissions late January. The goal will be to make decisions in time to obligate funds prior to the end of the fiscal year.

6. E-portfolio updates: passed out the attributes and rankings. The results of the member survey conducted last year on desired e-portfolio attributes was passed out. A brief discussion was

conducted on current efforts, including a pilot project involving seven management students (coordinated by Steven Hamilton).

7. Web Course Design: The issue of web course design is an ongoing discussion. Steve reported that the Business Department was organizing an effort to establish standards for their courses beginning later in the month. Although this effort is targeted to business courses only, anyone is welcome to attend. Contact Steve for further details.

8. Next meeting October 3, 2003 at 10 am. Ketchikan and Sitka requested that the agenda be forwarded earlier so that they could prepare for meetings.

9. Adjourned 12 noon.