

**University of Alaska Southeast**  
**Teaching, Learning, & Technology Roundtable (TLTR)**  
**Minutes - February 1, 2017**

1. Call to order: 12:48 pm  
In attendance: Robin Gilchrist, Cody Bennett, Kimberly Schulte, Marnie Chapman, Maureen O'Halloran, Jill Hanson, Wendy Miles, Jennifer Ward, Glenn Wright, Ann Spehar, Michael Ciri, Jon Martin.
2. Minutes from November 14<sup>th</sup> meeting approved.
3. IT Update: (Cody Bennett)
  - Data migration has occurred without major glitches; UAS is fully on single-incidence Blackboard.
  - Reports of faculty having difficulty accessing discussion boards from courses from several years back.  
IT: missing data from before Fall 2012 is expected due to system changes; any missing info from more recent courses should be reported to IT helpdesk.
4. Blackboard course search (Maureen)  
Difficulties with Blackboard search engine returning unrelated search results.  
IT: if problem is not resolvable within moderate amount of time, UAS IT will build a workable search engine. In the meantime, IT will do something helpful.
5. CELT Update: (Maureen)  
CELT center is under development; Maureen, Jon Ingram in Sitka, and Kimberly Schulte. Instructional Design Center is being renamed "Instructional Design Network" to reflect its portability across campuses.
6. SafeAssign Anti-plagiarism software: Faculty Senate  
SafeAssign checks student papers against two sets of internet resources, Proquest, and an institutional (UA) database.  
There's an option to submit papers to a global SafeAssign database, which would compare them to papers from other universities.  
Kerfuffle spot: Should we submit papers to the global database, given that Blackboard would then be able to benefit from value added by submitted papers? A decision was made in past by UAS and UAA to disable this particular feature due to such concerns. UAF, however, has enabled this feature. Now that we're all on a single instance of BB, we all need to choose the same option.  
If the global database feature is enabled, a checkbox pops up that says "I agree to submit this paper to the global database."  
Michael's concern: the legalese on the page is ambiguous, some students won't understand that checking the box is not required for submitting papers.  
Four options:
  1. Disable global database submission; nothing changes for us, but UA papers wouldn't be checked against papers from other universities.

2. Enable global database submission as is.
3. Hide the checkbox at bottom because we think it's not clearly stated, and universal database submission would be turned on for all students.
4. Change the way the checkbox looks, make it clear to students what that box means.

Recommendation was made to refer to Faculty Senate. Faculty Senate wants input from TLTR. No vote was taken, although it sounded like people favored option 4.

7. Sitka TLTR (Marni):

UAS could use Quality Matters reviewers for web-based courses. UAA and UAF have qualified reviewers, and there's concern that we're falling behind.

There's no mandate for QM, but it's highly encouraged.

QM courses offered through UA Consortium: Improving Your Online Course (highly recommended for everyone), Applied Quality Management Rubric. To become QM reviewer, a potential reviewer must take two additional courses.

Question: Do we have the budget for people to take these courses? How much money would be needed to train QM reviewers?

Cost: online courses ~\$300/course or \$25/course if we're member of UA Consortium.

There is consensus that training QM reviewers is worth pursuing, but we need more information, we should formulate a pilot project, determine what sort of support is available.

Michael will look for funding if faculty and administration agree that it's worth pursuing.

Michael points out that this is a good time, given that administration is currently very interested in quality assessments.

Marni agreed to send out email to faculty soliciting assistance in these efforts.

8. Strategic Pathways:

Michael: We should all visit webpage, submit feedback about e-learning proposals.

9. Juneau Classrooms:

Michael is available to discuss classroom needs.

10. Meeting adjourned. 2:09 pm

Upcoming Meeting Date: Wed., March 1. 1-2:30 pm.