University of Alaska Southeast

Teaching, Learning & Technology Roundtable (TLTR)

Minutes – September 8 2021

Attendees: Jonas Lamb (co-chair), John Ingman, Jr. (co-chair), Cody Bennett, Marnie Chapman, Robin Gilcrist, Maren Haavig, Virgil Fredenberg, Kimberly Matsuura, Susie Feero, Trudy Brown

1. Call to Order
2. Announcements/Additions to the Agenda
   - *No additions to the agenda, Robin moved to approve, John seconded.*
3. Review and approval of April 2021 meeting notes
   - *Susie moved to approve, Marnie seconded.*
4. 2021-22 Membership, Chair Nomination & Academic Year Meeting Schedule
   - ***Chairs****: Jonas and John are willing to serve as co-chair again. Susie noted the importance of having staff and faculty representation. Committee supported Jonas and John unanimously.*
   - ***Meeting schedule****: 3rd Wednesdays of the month at 9:00 AM.*
   - *Robin will take notes at this year's meetings.*

5. Proctoring Update (Marnie & Kim)
   a. Update from Maren 8/17/21
   b. Update from Gabe 8/20/21

Maren provided background on the status of proctoring throughout UA. The E-learning committee, a statewide subcommittee of Academic Council, was asked to create a small group to explore remote proctoring options. Academic Council received the group's report and did not take any action. Maren asked Paul Layer to acknowledge receipt of this report, but this hasn't happened yet. No action has been taken, and the e-learning committee is being disbanded. It was originally part of Strategic Pathways, had never had a clear charge, and hasn't had any significant outcomes.

UAS TLTR has expressed frustrations surrounding proctoring. John shared that although UAS might have a solution, we were told not to move forward due to ongoing statewide efforts. UAS is currently using Zoom for remote proctoring, but it is a poor solution.

Maren suggests that if TLTR has (or can come up with) a solution, we should put it forward. She's not sure where funding would come from, but a request is the first step, and the funding piece comes next.

Marnie has looked into Respondus: As of last year, unlimited testing for all UA students would incur an annual institutional fee of $5,342 + $15 per student annual subscription. There may be an additional startup fee, but it is no more than a few thousand. These figures are based on headcount, so it would be much less if we were just looking at UAS.

Susie suggests creating a small group to compare the pros and cons of the "free version" (Zoom proctoring, as we're doing now) versus Respondus (with updates to fees if there are any), and then to put ideas out to all faculty for input/approval. Susie, Kimberly, and Marnie volunteered to serve on this group.

TLTR started looking into options last year. Information is available here:
https://docs.google.com/document/d/1t1ehsYl_rsue5ygpaFMYm7WgXk7BCPTk3ZcUCda2Wj0/edit and
https://docs.google.com/document/d/1Fk9-9DgBlMQnaSN-Qz3uX5nZHRkrvudRv055N4Os4jQ/edit

Maren asks that any solution should include using UA testing sites. Susie said that some sites were charging testing fees to UA students (such as UAA). Maren says they are not supposed to be doing this and to contact her if we notice any sites still doing this.

6. Revisit TLTR Charge Subcommittee (Jonas)
   a. Jonas went through the notes from our first discussion and highlighted what he believes are potential recommendations/items for further discussion.
   b. **Potential Recommendation:** Consideration for consolidation of Local and Regional TLTR since there are campus reps on regional TLTR who could bring forward local issues as they arise and if necessary a sub-committee could be formed. There are too few bodies to serve on local TLTR.
   c. **Potential Recommendation:** revise charge as suggested by committee members AND with consideration for potential consolidation of local & regional.
   d. **Potential Recommendation:** identify 2-3 goals or strategies (ie Innovation, Continuity/Sustainability) to guide future TLTR projects
   e. **Project/Guidance Document:** Create an Ed-Tech Outline or Flow Chart to provide guidance to faculty who are interested in experimenting with new ed-tech. This tool will help formalize the value added expertise provided by TLTR to review new software/ed-tech requests. Providing a technical review, creating guidance documents and making pedagogical recommendations is still a valuable service.
   f. **Potential Recommendation:** Formalize TLTR advocacy for the revival of the Digital Fellows Program. This program enables faculty experimentation and innovation and provides a way to explore, pilot and innovate technical "wants."

Jonas met with a small group to discuss the charge of TLTR. One suggestion was to consider disbanding campus TLTRs. Susie suggests leaving it up to the individual campuses. Sitka campus has had a local TLTR for many years and it is an important part of their structure. They discuss campus technology and other topics that are often specific to their programs and their local budgets. They elevate topics to regional TLTR when relevant. Committee agreed to leave the decision up to each campus.

7. New access to 3Play Media this Semester (John)

UAA currently has an account with 3Play Media (a closed-captioning service) and has opened it up for temporary use to all of UA. This option will probably only be available until the end of this semester (FA21). John has been working to close-caption a small number of items for UAS faculty, but says that it is a very time-consuming process, so they haven't widely offered it to UAS faculty. At present, they've focused on meeting specific accommodation needs. However, if faculty have items that they would like to have close-captioned, to get in touch with him. He says that items that will be used for more than one semester are good candidates, due to the amount of time it takes to process each item. John will distribute information to faculty via CELT.

Jonas will send out calendar invitations for the next meeting. He'll schedule 90 minutes to allow us to get through more of the agenda.

Meeting adjourned at approximately 11:00 AM.

The following items were tabled until the next meeting:

8. CELT (Trudy)
9. IT/Helpdesk Update (Cody)
10. TLTR Web updates.
11. Other Business
    a. Hypothes.is Pilot for Spring Term? https://web.hypothes.is/education/lms/ : Jonas had a conversation with the vendor and they indicated the free pilot offer could still be in place in Spring IF we could identify an interested faculty cohort to participate.