ETLG Educational Technology Leadership Group

Educational Technology Leadership Group – Meeting Minutes	Date: August 1, 2011 Time: 1:00-2:30 Location: Conference Call

ATTENDING ETLG MEMBERS

☐	Kirk Alexander (OIPP Rep.)	☐	Larry Loeher (UCLA)
☒	Shohreh Bozorgmehri (UCI)	☒	George Michaels (UCSB)
☐	John DeAngelo (UCSF)	☒	Gail Persily (UCSF)
☐	Israel Fletes (UCR)	☒	Jim Phillips (UCSC)
☒	De Gallow (UCI)	☒	Pete Siegel (UCD and ITLC Liaison)
☒	Mara Hancock (UCB and OIPP Rep.)	☒	Paul VerWey (UCD)
☒	Jeff Henry (UCSD)	☐	Chris Volkerts (UCM)

DISCUSSION ITEMS

1.	Opening Remarks / Announcements
2.	Review Workgroup Charge Letters
3.	Review of Current Topics
4.	Copyright Update / Discussion
5.	OIPP Update
6.	Funding Request – travel / other
7.	More Interaction with CTLs
8.	New Business

ACTION ITEMS

#	Task	Responsible Party	Due Date	Status
1.	Mara to send intro email to Oliver Heyer. Then, Jim will invite Oliver to serve as chair of the Instructional Apps workgroup	Mara / Jim	ASAP	Complete
2.	Pedagogical Issues: Develop common talking points among ETLG members (to be used as starting points for pedagogical discussions on our respective campuses).	All	By Oct. meeting	Open
3.	Request for update from EALT (Christine Bagwell) – ask Christine to provide an update at an upcoming ETLG conf call	Jeff / Jim	ASAP	Complete
4.	Request that ITLC support travel for workgroup members so that they can periodically meet in person (once per year or less).	Jim	ASAP	Complete
5.	Set up a webinar with Epigeum or get log-ins for additional consideration, get licensing info, involve IDFS	Jim	ASAP	Complete
6.	TAS template review – Jim will give a paired down assessment to prompt further commentary by ETLG	Jim	By Aug 15	Complete
	Previous Action Items			
7.	Workgroup Charge letters to be drafted in conjunction with primary liaisons / workgroup chairs – then to be reviewed by ETLG	Workgroup Chairs + Liaisons	Prior to Sep. Meeting	Open
8.	Please share annual survey doc	Israel	ASAP	Open
9.	Please share classroom standards docs	Israel / Jeff	ASAP	Open
10.	Please share list of equipment from the UCB "Test Kitchen"	Mara	ASAP	Open
11.	Produce a funding request for ITLC so that workgroup / ETLG members can meet face to face at annual meetings (UCCSC, DETCHE, other CA conferences) or to organize their own meetings / take tours to see what others are doing.	Jim	ASAP	Complete
12.	Please share use cases of v-labs with Learning Spaces workgroup chair	Jim	ASAP	Open
13.	Become familiar with Confluence site, learn to edit, etc. Contact Jim for help https://spaces.ais.ucla.edu/display/ucetlg/Educational+Technology+Leadership+	All	ASAP	Complete

	Group				
14	Contact Rose if interested in Adobe Connect meeting on June 20		All	Before 6/20	Complete
15	Send Copyright Recommendations officially to ITLC via Pete Siegel		Jim	ASAP	Complete

NEXT MEETING

Date	Time	Location
September 12, 2011	1:00-2:30	Conference Call

GUESTS: Michelle Lew (UCLA)

DISCUSSION

Additional info: https://spaces.ais.ucla.edu/display/ucetlg/Educational+Technology+Leadership+Group

ANNOUNCEMENTS

- Minutes are now posted (removed references to three finalists in the RFP)
- Jeff - update on Course Materials fee – never did get approved but it was actually funded with other $$ (augment by $9 million over 3 years). It was a direct result of Jeff asking for the tech fee money.

Review of Charge Letters
A few groups are making progress – primary liaisons need to finalize charges so that we can begin an ETLG level review with final discussions at our September meeting.

As a group, ETLG will look over all the charges – to ensure that we are focusing on what we need to do, draw connections / eliminate redundancies with other groups. Update: workgroup chairs will also be asked to review charge letters of all other workgroups to look for areas of crossover.

Area of concern: starting another site to collaborate (it gets to be too much). IDFS would like to start a blog / collaborative site to support OIPP. EAA is using Google Docs. Learning Spaces – may want a site to house repository of learning space docs. Need to consider the notion of a common repository, plus how ETLG would suggest aggregating all of this info / links to other sites. For now, we can focus on building out the ETLG site in spaces. Future consideration will be needed.

Review of Current Topics

- Currently on ETLG Web Site

    o Pedagogical Issues (should we organize a UC wide event next year?)

        Agreed: Initiate some prelim discussions with thought leaders
        IDFS would like to have a similar conversations
        "Rethinking the link between academic issues and Ed Tech folks"
        Leverage OIPP
        Stress underinvestment in educational technology, build profiles

    o Online Course Evaluations

        Survey info compiled – reports forthcoming.

    o Virtual Labs

        Survey info compiled – reports forthcoming.

- Possible other topics for 2011-12 or the future

  - o Accessibility – EALT (Chaired by Christine Bagwell) – collecting scans of websites at each campus, web accessibility tool
  - o Outreach to Library groups
  - o eTexts - How do we want to consume eContent. UC Press is looking for a future model – Slasiac will consider this too. Google pilot.
  - o Faculty roundtable: What are faculty doing across the UCs on Digital Humanities?

Copyright Update

- Presented to ITLC for comment
- Presented to OGC for comment
- Possible future presentations to UC committees (UCEP, SLASIAC, etc.)
- Proposed next steps for 2011-12:
  - o Proposed: Participate on task force to update "Instructional Materials" policy (Jim and Mara and…?) – via SLASIAC
  - o Proposed: Encourage development of common UCOP level web site on copyright issues / consolidate any sites under our control and point to UCOP level information whenever possible
  - o Proposed: Encourage (mandatory) training on copyright as part of the Working Smarter efforts via Dan Greenstein / David Ernst / Mary MacDonald
  - o Look for ways to use each others' information

  ETLG will need to think about how what this training is / should look like.

  Have discussion at the local level – Let OIPP take another step forward, then revisit copyright in the spring – maybe as an ETLG sponsored an event. Possible inclusion in Pedagogical Issues discussions.

  UCLA / UCI / UCB (within Sakai) require acknowledgement of copyright permission status at the point of upload – faculty have to check off what the copyright status is. No central copyright services at UCLA.

OIPP Update from Kirk / Mara

- RFP selection – *And the winner is:*
- OIPP – will continue to be in our focus and drive discussions on our campuses and drive change on a number of fronts
  - o Develop a common resource for faculty to house resources (webinars, faculty success stories, faculty support information, calendar of events across our campus CTLs, etc.)
  - o Instructional Applications workgroup to engage once an LMS is selected

- Linda Smeltzer and Kathy Zellars + Kirk = 3 FTEs involved
- Also, junior instructional designers to help – soon to be hired
- Kathy has been focusing on campus level capacity
- Goal: Have a point person from the campus and point person at OIPP on each course
- Identifying issues and challenges course by course
- Plenty of funds to staff out and fill gaps
- RFP Update – we won't get the partnership that we hoped to get from a commercial vendor. Closing the RFP and OIPP will become the general contractor (combo of in-sourcing and outsourcing). Want to get off the ground quickly while engaging with 3rd party vendors for the future. UCB will host Sakai, UCLA will host Moodle. Implement Sakai OAE as gateway entry to the courses. Leverages investments made on the campuses already. For example, no vendor had the analytics needed.

  FYI: Analytics for ALEKS was done by UCI folks – that might be helpful

  Next Gen Learning Challenge grants were also focused on analytics, so that might be an avenue

Mara will send a diagram of the OIPP

UCLA has various groups focusing on the future of online instruction

Gail indicated that discussions on offering online programs are occurring at UCSF

Funding Request

- Request that ITLC support travel for workgroup members so that they can periodically meet in person (once per year or less). Jim will discuss with Pete.
- Other requests?

More Interaction with CTLs

- How frequently should we invite CTL members to ETLG conference calls
- Jim needs input on designing a new CTL – does anyone have any recent plans or standing docs?
- Proposed: Invite CTL members to ETLG meeting / conf calls (2-3 times per year)

New Business

WASC task force
CTLs, IDFS, and EAA involved in this anyway – need to be careful with existing workgroups
Would be useful to talk to other groups who do this on our campuses – they will want to be involved (Pedagogical Issue)
Could be an ad hoc group (cross cutting) – understand the drivers
Wait for Larry to return to discuss in more detail

Repository for sharing? Where should it be?
Need to call a few folks to sort this out – Mara / Jeff – item for future discussions

Epigeum (De)
Jim will arrange for a webinar with Epigeum or get log-ins for additional consideration, get licensing info. Include IDFS involved. Update: Some faculty expressed an interest in this type of resource at the OIPP webinar on the Evaluation of the OIPP program given by Dr. John Yun from UCSB's UC Evaluation Center (http://education.ucsb.edu/ucec/ucsb2.html)

TAS cloud computing contract / template review
Provide comments by the deadline if possible. Jim will try to give a paired down assessment to prompt further commentary if any.

AGREE TO MEETING DATES! (see list on the ETLG site)
October – in Philly EDUCAUSE in Oct / conf call
Western / Southwestern Regional Educause – in PORTLAND in Feb