



<b>ETLG – Meeting Minutes</b>	Date: May 7, 2012 Time: 1:00-2:30 Location: Conference Call
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**ETLG Website:** <https://spaces.ais.ucla.edu/display/ucetlg/Educational+Technology+Leadership+Group>

**ATTENDING ETLG MEMBERS**

<input type="checkbox"/>	Kirk Alexander (OIPP Rep.)	<input type="checkbox"/>	Larry Loeher (UCLA)
<input checked="" type="checkbox"/>	Shohreh Bozorgmehri (UCI)	<input checked="" type="checkbox"/>	George Michaels (UCSB)
<input type="checkbox"/>	John DeAngelo (UCSF)	<input type="checkbox"/>	Gail Persily (UCSF)
<input checked="" type="checkbox"/>	Israel Fletes (UCR)	<input checked="" type="checkbox"/>	Jim Phillips (UCSC)
<input checked="" type="checkbox"/>	De Gallow (UCI)	<input checked="" type="checkbox"/>	Paul VerWey (UCD)
<input checked="" type="checkbox"/>	Mara Hancock (UCB and OIPP Rep.)	<input type="checkbox"/>	Chris Volkerts (UCM)
<input checked="" type="checkbox"/>	Jeff Henry (UCSD)	<input type="checkbox"/>	Shel Waggener (UCB and ITLC Liaison)
<input checked="" type="checkbox"/>	David Levin (UCD)	<input type="checkbox"/>	

**DISCUSSION ITEMS**

1.	Approve Minutes
2.	David Ernst – IMS Global
3.	ITLC Discussion Debrief
4.	Annual Meeting Agenda
5.	New Business
6.	Review Meeting Dates

**ACTION ITEMS – OPEN (SEE APPENDIX FOR COMPLETED ACTION ITEMS)**

#	Task	Responsible Party	Due Date	Status
1.	Send out revised agenda for face-to-face meeting. Add more time for a priority setting activity, ask Tess Mann / Kathleen Beyer to add logistical info to our ETLG web site	Jim	ASAP	Open
2.	Contact Mark Cianca for a future presentation to ETLG on the Service Bus functionality	Jim	ASAP	Open
3.	Generate ideas on IMS Global and what would be useful for us	Rose	Before F2F	Open
4.	Follow up with Adam on UCSC status on integration(s) with student info systems across the various campuses	Jim	ASAP	Open
5.	Ask Keith Williams if teaching center folks get copies of accepted Wave 2 applicants?	Jim	ASAP	Open
6.	Contact Apple about possible ETLG / CTL meeting at Cupertino	Jim	ASAP	Open
7.	Distribute form on process to invoice for OIPP activity – referenced by Mara	Mara	ASAP	Open
8.	Share a copy of the UC in 2025 initiative when available	Larry	TBD	Open
9.	Please share UCI policy on online instruction with ETLG	Shohreh / Jim	ASAP	Open
10.	Please share annual survey doc	Israel	ASAP	Open
11.	Draft and send to ETLG a funding request for IDFS to spend \$4K on an event, (approval by email). Dan Greenstein or ITLC may want to collaborate.	Jim	ASAP	Open
12.	Please share use cases of v-labs with Learning Spaces workgroup chair	Jim	ASAP	Open
13.	Jim to organize COGI demo for ETLG and CTL	Jim	ASAP	Open
14.	Generate questions for open discussion with Beth Simon / Barbara Sawrey at annual meeting	All	ASAP	Open
15.	Create Google group or similar for our campus updates presentations (private)	Jim	ASAP	Open



## NEXT MEETING

Date	Time	Location
June 27-28, 2012	Multi-Day	Face to Face Meeting

**GUESTS:** David Ernst, Rose Rocchio

## DISCUSSION

## ANNOUNCEMENTS

- **New Director for UC Davis** – David Levin is now the Director of ATS at UC Davis – Welcome
- The link for **UCCSC** is now live, so you can propose panel discussions, etc. I'm still waiting to hear from them on the availability of space for informal ETLG workgroup meetings - but they said that that should be possible - we just haven't finalized anything yet. <http://uccsc.berkeley.edu>
- **Agenda** for June 27-28, 2012 – Annual Meeting (Teaching and Learning Center Folks included) – UC San Diego – Need questions for UCSD VP. Should we add a Matterhorn Presentation?
- **UC/IMS Participation** – David Ernst will speak with us shortly to discuss IMS Global
- **Turnitin** analysis - Technology Acquisition Support group (TAS) negotiations for strategic sourcing have been launched
- **May 21 Conf Call with Workgroup Chairs** – to discuss June face to face presentations + UCCSC
- **Mara** will be leaving to take up the position of CIO of CCA – **Congrats, Mara** – Ben Hubbard will be interim for Mara. With Mara's departure, we will need to **identify an incoming ETLG chair** (to start service in summer of 2013) so that we can work together in the coming year.
- **IT and Education Exposition** – May 18 (9:00-4:00 <http://expo.it.ucsb.edu>)
- **Thanks** to George Michaels and Christine Bagwell for volunteering to be part of a CENIC group looking at eTexts (specifically the CourseSmart effort)
- **Copyright Subgroup** – We almost have a draft to share – Ethics and Compliance group (UCOP) is also interested in discussing some aspects of our recommendations
- **EAA workgroup conf call** on Online Evals - <http://gauchocast.ucsb.edu/Panopto/Pages/Viewer/Default.aspx?id=118599f5-ca2a-4936-b37f-3b24c32eb173>
- **Matterhorn UN-Conference** at Harvard, June 6-8, 2012 – boot camp - <http://unconference.opencast.org/>
- **Coming Soon – Mobile Web Framework Conference** Sep 5-7 at UCLA
- **Next ETLG** meeting is the face to face at UCSD on June 27-28. No meeting in July (individual phone calls)

1. **Approve minutes** (April 2, 2012 meeting - posted)

2. **IMS Global** - David Ernst (around 1:05)

- Rob Abel (IMS) to attend face to face in June and do a brief overview / discussion on IMS.
- **Big question:** would we support continuation of this? David Ernst covered the year 1 costs (full membership) but now it is time to consider a recommendation to continue and pay (contributions from each campus). He is willing to continue if there is interest...
- David has been involved with it for 12 years plus
- Surprisingly, IMS doesn't get much traction though – David is focused at the CIO level
- Mary, chair of ITLC, suggested the dialog with ETLG
- Rob Abel will come to ETLG to brainstorm ideas – overlap of what we are trying to do / what IMS is trying to do
- Would like UC to engage more with IMS – Learning Platforms workgroup might be able to chime in
- IMS – providers of software (proprietary or open source) / corporate training too – global organization focuses on establishing standards to enable interoperability
- Last 3-4 years, it became more than specs and standards development – the standards have to be used
- David has talked with Dan Greenstein / OIPP
- Why isn't there more interest here?
  - T&L technologies do not lend themselves to standardization

- Significant amount of engagement from other institutions – why not here at UC? Here are some ways that other institutions have given and received benefit from the IMS Global initiatives and resources, such as “common cartridge”
- How much does it get hamstrung by policies? We would like to see more engagement – we are a system with faculty entrenched in 4 big systems (Bb, Sakai, Moodle, and EEE at UCI). Allow our systems to develop these tools that are interoperable –
- What are the benefits that would accrue locally from LTI / IMS – shaping these things?
- Niche tools in addition to other large systems have LTI compatible already
- CSU is totally driven by T&L – it is easier to get people at higher levels to engage in investments in T&L
- **Action Item: In preparing for the visit in June – get some ideas for areas that we want to focus on / useful for us (Rose can help)**

### 3. ITLC Discussions Debrief (Jim, Jeff, Mara)

- **One big ITLC question:** How are we going to leverage OIPP? Road map – Ask Learning Platforms specifically to engage more substantially on UCOE - Kirk
- I raised the Copyright issue – ITLC did agree that UC does need a strategy here
- ITLC asked us – “In which areas do we have the highest opportunity for success?”
- Pedagogical Issues – possible handoff after this year to IDFS
- Need to continue to share pilot results, take inventories of existing solutions
- Fall event – **Educational Summit** - that includes Deans, VPs, Academic Senate and ITLC / ETLG – acknowledging that we have issues that span both tech and academic support sectors. Need to involve systemwide academic senate and then bring it back so that it – Chuck Rowley may be interested
- Need for a series of one-pagers on 3-4 items that we (ETLG) would really like to push – mobile strategy for education, eContent / eTexts, online education – in some instances make recommendations, in other instances just provide updates on progress being made (Educause – eText initiative, UCB pilot with eTexts), or bottlenecks that we encounter (for faculty – what is interfering with your work?)
- eContent – affordability of textbooks – we as leaders need to craft out a common vision of how it will impact us / identify ways to coordinate our efforts
  - CSU lens – maybe David Levin could give some perspective (Affordable Learning Solutions)
  - “Adapt” vs. “adopt” – design from the system level at CSU – adoption model. We at the UC tend to adopt
- To the extent that ITLC can become aware of issues, they can make a difference. ETLG’s job is to be on the lookout for broader issues – via periodic review. Always be asking – What can we do here? Most times, it is not technical
- One quick win: bringing campuses that are using Sakai / rSmart – strategic sourcing
- One other quick win: integrating educational tech topics into UCCSC
- ITLC can help by making investments / prioritizing a couple key areas – what do we need financially? Sometimes hard to synchronize our campus roadmaps
- Oracle – Service Bus – we have license to use this technology – to improve / automate services / better manage the data – Would this interest the ETLG? The Service Bus module is being under-utilized? **Action Item: Need a demo – Contact Mark Cianca for a future presentation to ETLG on the Service Bus functionality**

### 4. Annual meeting agenda (check out the [proposed agenda](#))

- Invites have gone out – Tess Mann is point
- Questions for UCSC Vice Provost?
  - Would UCSD consider hosting this event in the fall – Education Summit with Deans, VPs, etc.
  - eContent and the role of tech support with the development of content
  - Relation of CTL to Ed Tech
  - Where does Academic Senate optimally fit in the decision making process: UCOE / where do they come down on opening up UCOE to non-matriculated students? What is her perspective? Freedom to use Summer Sessions to expand this (more flexibility) Do you give out credits / no credits? What is the philosophy behind and how do you manage the quality of these courses? What is the 10-year vision of this?
  - Electronic medium – publishing – how is that affecting dossiers, journals,

- Add Matterhorn Presentation?
  - Action Item: Call Mara and organize a meeting for Matterhorn presentation
  - Un conf June 6-8 at Harvard / boot camp oriented
- Campus Updates Discuss ways to share campus updates prior to June 27 – audio files on ETLG site, other?
  - Agreed to try to provide our campus updates in advance so that our face-to-face meeting is more interactive
  - Suggested timeline: updates completed by June 15
  - No need to discuss everything (unless you want to), simply identify a couple challenges, priorities you are facing.
  - ETLG can review between June 15 and our annual meeting.
  - Action Item: Jim to create Google Group – or similar pw protected space where we can share these campus updates.
- Include an activity on day 2 to facilitate identification of our top priorities (work it into the morning time frame)
  - Agreed to add some time to day 2 for a Priority Setting activity to elicit goals for 2012-13. 4/20 meeting with ITLC reps could feed into this
- Agreed to include Rob Abel for a 20 minute slot on Day 2
  - Action Item: Put Rob in touch with Tess Mann at UCSD for logistics
  - Common good issue – we benefit indirectly in some respects to the work of IMS
  - Integration of SIS, LTI, access to specs is key but fewer of us are doing core development – but it has value for higher ed clearly.
- Time with Beth Simon, Director of UCSD Center for Teaching Development, AND Barbara Sawrey, UCSD Associate Vice Chancellor of Undergraduate Education on Day 2 – What questions would we want to ask them?
  - Action Item: Generate questions for Beth and Barbara. Objective is to promote interactive convo with them
- Annual Meeting agenda – Hold final approval of agenda for next set of revisions
  - Action Item: send out revised agenda in a week or so. Add more time for a priority setting activity, ask Tess Mann / Kathleen Beyer to add logistical info to our ETLG web site (agenda for annual meeting)

## 5. New Business

- Ongoing discussion around Blackboard acquisitions / participation in Open services space

## 6. Review Upcoming Meetings

- June 27-28, 2012 – Annual Meeting (Teaching and Learning Center Folks included) – UC San Diego
- July – No meeting / Individual phone conversations with Chair

**Appendix**

<b>ACTION ITEMS - Completed</b>				
<b>#</b>	<b>Task</b>	<b>Responsible Party</b>	<b>Due Date</b>	<b>Status</b>
1.	Send ETLG link to Frye Institute ( <a href="http://www.fryeinstitute.org">http://www.fryeinstitute.org</a> ; deadline is December 16 for those interested)	Jim	ASAP	Complete
2.	Please review the Pedagogical Issues web page and provide feedback. Develop common talking points among ETLG members (to be used as starting points for pedagogical discussions on our respective campuses). Provide any updates on progress on your work at your campuses	All	By Nov. meeting	Complete
3.	Determine UC attendees at DET / CHE, send to ETLG to encourage a meeting / Coordinate DET/CHE meeting get together in December via email	Jim	ASAP	Complete
4.	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
5.	Request for update from EALT (Christine Bagwell) – ask Christine to provide an update at an upcoming ETLG conf call	Jeff / Jim	ASAP	Complete
6.	Request that ITLC support travel for workgroup members so that they can periodically meet in person (once per year or less).	Jim	ASAP	Complete
	Set up a webinar with Epigeum or get log-ins for additional consideration, get licensing info, involve IDFS	Jim	ASAP	Complete
7.	TAS template review – Jim will give a paired down assessment to prompt further commentary by ETLG	Jim	By Aug 15	Complete
8.	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
9.	Become familiar with Confluence site, learn to edit, etc. Contact Jim for help <a href="https://spaces.ais.ucla.edu/display/ucetlg/Educational+Technology+Leadership+Group">https://spaces.ais.ucla.edu/display/ucetlg/Educational+Technology+Leadership+Group</a>	All	ASAP	Complete
10.	Contact Rose if interested in Adobe Connect meeting on June 20	All	Before 6/20	Complete
11.	Send Copyright Recommendations officially to ITLC via Pete Siegel	Jim	ASAP	Complete
12.	Contact Oliver to let him know that the Instructional Applications Workgroup name change to “Instructional Platforms” is OK	Jim	ASAP	Complete
13.	Forward email from Jeff Henry describing UCSD’s revised distance education policy (email originally from UCSD academic senate)	Jim	ASAP	Complete
14.	Workgroup Charge letters to be reviewed by ETLG	Workgroup Chairs + Liaisons	Prior to Oct. 3 Meeting	Complete
15.	Contact Lisa R. to ask IDFS to make a recommendation on Epigeum.	Jim	ASAP	Complete
16.	Post EAA charge sent from George	Jim	ASAP	Complete
17.	Invite CTL folks to Nov. 7, Mar. 5, and June FTF meeting	Jim	ASAP	Complete
18.	View archived webinar on OIPP progress and share with interested parties on your campus <a href="http://uc-d.adobeconnect.com/p8pdx280ob4/">http://uc-d.adobeconnect.com/p8pdx280ob4/</a>	All	No Due Date	Complete
19.	Establish copyright subcommittee (George, Jeff, Chuck Rose, and Jim) – Update Copyright web page on ETLG site	Jim	ASAP	Complete
20.	Update ETLG website to reflect change to 2 year workgroup charges	Jim	ASAP	Complete
21.	Contact all CTL folks and invite to March ETLG meeting	Jim	ASAP	Complete
22.	Would ETLG members like to meet with Epigeum reps in early January? Let De know. Jan 9 <sup>th</sup>	All	ASAP	Complete
23.	Please share classroom standards docs	Jeff	ASAP	Complete



24.	Contact Faust at UCM to discuss – Sakai	Jim	ASAP	<a href="#">Complete</a>
25.	Invite CTL folks to March 5 meeting	Jim	ASAP	<a href="#">Complete</a>
26.	Suggest a track on Teaching and Learning for UCCSC or coordinate similar event (replicating the north / south training recently completed by EALT)	Jim	ASAP	<a href="#">Complete</a>
27.	Rose to send info on Chuck Severance IMS presentation / linked data info	Rose	Jan 30	<a href="#">Complete</a>
28.	Jim to draft SOPA response	Jim	ASAP	<a href="#">Complete</a>
29.	Send ITLC presentation slide deck to ETLG	Jim	ASAP	<a href="#">Complete</a>
30.	Create Doodle poll for Copyright Subgroup / invite Marty Brennan (UCLA)	Jim	ASAP	<a href="#">Complete</a>
31.	Check out draft agenda for the ETLG annual meeting	All	ASAP	<a href="#">Complete</a>
32.	Put Rob Abel in touch with Tess Mann regarding presentation on IMS at ETLG Annual meeting	Jim	ASAP	<a href="#">Complete</a>
33.	Please provide updates - Pedagogical Issues discussions on your campuses.	All	Before May	<a href="#">Complete</a>
34.	Clarify with ITLC what they are looking for on the Pedagogical Issues effort	Jim	ASAP	<a href="#">Complete</a>
35.	Please share list of equipment from the UCB “Test Kitchen”	Mara	ASAP	<a href="#">Closed</a>
36.	Put Rob in touch with Tess Mann at UCSD for logistics	Jim	ASAP	<a href="#">Complete</a>