

SUMMARY FOR TEACHING AND LEARNING PORTFOLIO

DATE: February 26, 2014

TIME: 2:30-4 p.m.

LOCATION: Marriott Library, Room 5201

IN ATTENDANCE:

Rick Ash	Martha Bradley	Kirsten Butcher	Pam Hardin
Patrick Panos	Linda Ralson	Fernando Rubio	Catherine Soehner
Cory Stokes	Patrick Tripeny		

COMMITTEE SUPPORT: Rebekah Grow, Scott Sherman

UNABLE TO ATTEND:

Nalini Nadkarni (on leave) Wayne Samuelson Jean Shipman

ALSO IN ATTENDANCE:

Steven Corbató, Deputy CIO, UIT
Brett Puzey, Installation Coordinator, Teaching and Learning Technologies

AGENDA ITEMS DISCUSSED:

- Prioritizing requests for eClassroom funding

Prioritizing requests for eClassroom funding

The portfolio was tasked with choosing which requests for classroom technology would receive eClassroom funds. Cory Stokes presented the group with a spreadsheet of the requests including information about location, equipment sought, cost of installation, department priority, and whether the room was a general-assignment room open to all faculty. The funding requests more than doubled the available resources, so the portfolio agreed to find a method to prioritize projects fairly without delving into each individual request.

After running through various scenarios, the group found a system with which everyone felt comfortable and focused on having the greatest effect on students. The portfolio agreed to fund 75 percent of the cost for general-assignment classrooms that colleges had deemed a priority level one, two, or three, as well as other campus general-assignment rooms considered priority one or two and needing to replace aging or broken equipment. The next tier of funding would go to department-specific rooms listed as priority one or two, and eClassroom funds would cover 50 percent of those installations. The group decided to fund a student installation technician to ensure all rooms would receive the funded equipment requested, and any funds left over would go toward refurbishing other general-assignment rooms first.

Martha Bradley called a vote on accepting these criteria, and the portfolio unanimously approved. Cory Stokes will adjust the spreadsheet to match the decision and send the group an updated version

showing exactly which projects will receive funding, and how much each request will receive. Members may then suggest further changes if unintended consequences become apparent.

Action summary			
Action	Topic	Person/Group	Next step
Approved	Prioritizing requests for eClassroom funding	Portfolio	The group unanimously approved the criteria for choosing which eClassroom requests will be funded.
Action item	Prioritizing requests for eClassroom funding	Cory Stokes	Cory Stokes will send the group an updated spreadsheet showing which projects will be funded using the portfolio's selected criteria.
Action item	Prioritizing requests for eClassroom funding	Portfolio	Members will look over the new spreadsheet to ensure the project funding matches their expectations.