

SUMMARY FOR TEACHING AND LEARNING PORTFOLIO MEETING

DATE: March 21, 2016

TIME: 9-10:30 a.m.

LOCATION: Marriott Library, Room 5201

IN ATTENDANCE:

Martha Bradley	Kirsten Butcher	Jesus Hernandez	Nancy Lombardo
Wayne Samuelson	Catherine Soehner	Ryan Steele	Jon Thomas
Patrick Tripeny			

COMMITTEE SUPPORT: Paul Burrows, Scott Sherman

UNABLE TO ATTEND:

Rick Ash	Stephen Hess	Patrick Panos	Fernando Rubio
----------	--------------	---------------	----------------

AGENDA ITEMS DISCUSSED:

- Learning Spaces Task Force member confirmation
- Topics for task force discussions with applicants
- Gap between computing fee requests vs. availability
- Survey for discovering student technology needs
- Update on issues related to the portfolio

Learning Spaces Task Force member confirmation

The portfolio members were asked to vote on the suggested makeup of the Learning Spaces Task Force, which will meet with student computing fee applicants to gather information on behalf of the portfolio. The task force is:

- Robert White, IT Director, Continuing Education
- Steven Seal, IT Director, College of Health
- Jeff Folsom, IT Supervisor, Eccles Health Sciences Library
- Mike Ekstrom/Trevor Long, UIT infrastructure leadership
- Cassandra Van Buren, UIT associate director
- Scott Sherman, Special Assistant to the CIO
- Adam Stewart, associate director, Teaching & Learning Technologies
- Paul Burrows, information architect, Teaching & Learning Technologies

The portfolio members unanimously confirmed the suggested task force membership.

Topics for task force discussions with applicants

The portfolio reviewed several suggested questions to be posed during interviews with student computing fees applicants. The questions included how decisions are made for the types of technology needed for students, how classroom A/V configurations and installations are decided upon, whether

partial funding for projects is useful, and how to make the application process better. Some suggested additions would be whether Teaching & Learning Technology’s classroom A/V installation schedule is adequate, whether the stated priorities remain the same, and what other sources of funding exist for classroom technology in the college.

Gap between computing fee requests vs. availability

Paul Burrows showed the rollup figures for the total requests, which equal \$3.66 million. The total available is similar to last year’s allocation, at \$2.87 million.

Survey for discovering student technology needs

Chief Information Officer Stephen Hess has asked Jon Thomas to create a survey to gauge students’ technology needs and concerns. He also asked Thomas to consider other angles the portfolio might want information about. Kirsten Butcher urged recognizing that there will be specific technology needs that may not be represented in the survey answers, such as classrooms that use labs, and that this should be factored into the review of the results. Patrick Tripeny suggested asking students whether they own a smartphone and to what degree they use them on campus. Others suggested asking whether students find the classroom technology to be adequate and whether there are any specific classrooms that are lacking. There was also a suggestion to query faculty, as well, to see whether there are overlaps.

Butcher and Catherine Soehner will help Thomas develop and administer the survey.

Update on issues related to the portfolio

Burrows walked the group through the new TLT website and knowledge base, including a page that has information about audience response systems, which the portfolio had previously discussed. He also pointed out an article on the UIT website regarding student computing fees.

Action summary			
Action	Topic	Person/Group	Next step
Approved	Learning Spaces Task Force membership	Portfolio	The group approved the membership of the task force.
Action item	Learning Spaces Task Force meetings	Paul Burrows	Paul Burrows will begin scheduling the task force meetings.
Action item	Survey for discovery student technology needs	Jon Thomas	Jon Thomas will work with Kirsten Butcher and Catherine Soehner on the student survey.