<u>**SUMMARY FOR TEACHING AND LEARNING PORTFOLIO**</u>
DATE: September 7, 2016
TIME: 2:00 p.m. – 3:30 p.m.
LOCATION: Marriott Library, MLIB 5201

IN ATTENDANCE:

Rick Ash	Martha Bradley	Kirsten Butcher	Nancy Lombardo
Fernando Rubio	Wayne Samuelson	Catherine Soehner	Ryan Steele
Cory Stokes	Jon Thomas	Patrick Tripeny	

COMMITTEE SUPPORT: Paul Burrows, Emily Rushton

UNABLE TO ATTEND:

Jesus Hernandez	Anthony Oyler	Patrick Panos	Linda Ralston

AGENDA ITEMS DISCUSSED:
- Student survey update
- Learning Spaces funding discussion
- Current tools demonstration

Student survey update

TLT director Jon Thomas told the group that he met with Stacy Ackerlind, VP for Student Affairs, who has offered to assist with distributing the survey to a broad student sample (excluding freshmen). There were a number of suggestions from the group on how to further refine the survey, including rearranging sentences, and whether or not certain questions were necessary or required more answers for the survey respondents. The group discussed certain inconsistencies and wording within the survey and came to a general agreement on how to address those items. The group also agreed to do user-testing with a handful of students before officially releasing the survey via Student Affairs.

Learning Spaces funding discussion

Thomas reviewed the list of items to be funded, to maybe be funded, and to not be funded. There was general agreement from the group regarding the "to be funded" list. There was a very lengthy discussion about which items should/shouldn't be funded from the "maybe" list, with it being decided that some items would be funded if they already existed, some items would be funded if transitioned to UIT-supported solutions, and a few items would be moved to the "not funded" list. The group then reviewed the "not funded" list, and there was general agreement from the group to leave that as-is with no changes.

Current tools demonstration

Carlos Alarco, Instructional Designer with UOnline, demonstrated a new tool available for instructors. DesignTools is an add-on for Canvas that provides an instructor with an integrated WYSIWYG which allows him/her to create custom themes for the instructor's courses. DesignTools provides useful features that create nicer-looking courses, add templates, and define the overall look-and-feel of the course.