

**Minutes for Teaching and Learning Technology Advisory Group (TLTAG)
November 7, 2016
8:30 to 10:00AM**

Middleton Library Building RM 302 (1305 Linden Dr.)

Attendees – Linda Jorn, Beth Martin, George Jura, Paul Oliphant, Lisa Jansen, Elizabeth Harris, Brian McNurlen, Jason Fishbain, Lynn Van Swol, Katy Duren, Nicholas Munce, Rafi Lazimy, Steve Cramer, Sue Welker, Marty Gustafson, Rich Halverson, Lesley Moyo, Beth Warner, Joclyn Milner, Bree Bruington
Guests – Brian Rust, Bob Turner, Mike Lehman

Welcome & Introductions (15 minutes) – Beth Martin, Chair, TLTAG

Overview of Emerging IT Governance Structure (15 minutes) – Rafi Lazimy and Michael Lehman

Rafi and Mike walked through the events that enabled the IT Governance and Management restructuring currently in progress. Mike addressed the group about Bruce's retirement, and his current position on campus.

Four working groups have been established: TLTAG, Research Technology Group, Departmental Technology Group, and the Core Infrastructure Services Group.

Rafi and Mike shared the next steps for the following 30 to 90 days and introduced the need for a Service Catalog (more details below).

The CIO will hold a role on the Information Technology Steering Committee.

Lots of communication will be happening, Agendas and minutes to be published and spread. Brian Rust shared the vision and structure for sharing the information from these advisory groups utilizing it.wisc.edu under the IT Community tab.

Review Charter (20 minutes) – Steve Cramer and Linda Jorn

Steve discussed the history of the group as the former TLT-MAG. The advisory Group roster was viewed and will be updated. As he walked through the charter, Steve touched on the role of the TLTAG group as an advisory committee and discussed guiding principles, stressing alignment. TLTAG will seek input from outside experts when necessary and will leverage subgroups and debate to tackle tough issues.

Linda asked members to come to these advisory group meetings with needs from where they are on campus and bring back ideas from professional organizations.

Membership, Roles, and Relationship to other IT Governance Groups- (15 minutes)
Beth Martin

Beth emphasized the importance of the work this group will face. Beth shared steps to nominate a vice chair for the TLTAG; a vice chair will be appointed before the next meeting. Steve discussed the current campus relationship to Unizin consortium. The campus is at the cusp of needing to make another three year commitment to Unizin. The basic philosophy of Unizin is take back control of our teaching and learning environment from vendors. The next Unizin board meeting will be December 12th. A potential

discussion for the future of this group may be, how do we best manage and leverage the consortium membership?

Discuss an IT Governance Strategic Initiative (15 minutes) – Rafi Lazimy

The group viewed the Service Catalog Template. TLTAG will aid by identifying IT services within our units and happening across campus around teaching and learning. The goal is to understand all we do, roughly how much it costs and the degree of importance each holds on student/TL outcomes. Service categories follow the Educause template. As an example, Meloney Linder will be filling out the service catalog for WSoB. TLTAG Member role is to review, correct, advise on these catalogs to ensure accuracy and completeness.

The hope is to have the service categories complete within two months, with a target of end of January or February.

**Next Scheduled TLTAG meeting:
Wednesday, November 30th 8:30-10am
3139ABC Computer Science and Statistics
1201 W Dayton St. (Building 1, Floor 3)**