TLTAG Meeting Minutes – October 12, 2018

- Approval of minutes from September meeting. NOT approved – minutes will need to be reviewed in the Box folder and approval will be requested at the November meeting.
- Introductions of meeting attendees

Updates

- 4 project updates from Elizabeth Harris
  - IT Project Intake Process
  - 2 way texting capacity UTFA
  - New hotel management system for Pyle Center
  - Nelson Tennis Court - monitor services

- PAT – Policy Analysis Team (formerly called the policy team)
  - TLTAG representative – Beth Martin
  - Lois Brooks requested a "Policy on Policy" language be determined
  - Passwords and MFA communication from IT about rollout
  - Issue of students needs for phones during exams for MFA function (consider effects on the classrooms).
  - Data governance lead by Bob Turner and Joe Salmons as co-chairs

- IT Service Inventory (update by Dawn McCauley)
  - Inventory Refresh is happening now – Jim Thompson from the Office of Strategic Consulting is the lead on the project.
  - Changes to this service inventory process include the inventory of all services and will not focus on related costs for FTEs (those will be factored later).
  - Deadline to complete is end of November 2018.
  - Feedback sessions will be planned.

Main Agenda

- Charter Review
  - This item was discussed in the Activity to identify actionable items to move forward with related to TLTAG priorities (small group work around the items listed below)
    - Activity to identify actionable items to move forward with related to TLTAG priorities
    - Learning and Data Analytics
    - Project Intake/Capacity
    - Cybersecurity
    - Testing
    - Online Education

- Action Item Brainstorming for TLTAG priorities
  - Online Education
    - How do you define the topic?
      - On-line courses/programs/certificate
      - On-line ethnic studies requirements
      - Professional development
    - What specific things around the topic would you like TLTAG to tackle this year?
      - Definition on-line classes
      - How many are being taught
      - Is this for credit or non-credit

- UW-system sharing , creative collaboration across campuses
- UNIZIN – how sharing resources involved in on-line education
- OER (open educational resources)
- For non-credit classes, what data do we have and what is connection with UW-Madison
- How do we define or measure quality of an on-line course
    - What additional information do you need?
        - Data inventory of what we know and do not know
        - What should be in syllabus for on-line course (advice)
        - How to access and evaluate on-line teaching for tenure
    - What else would be useful/is needed to move forward on this?
        - Gaps in our knowledge of what works
        - Evaluations
    - What other groups should be/would want to be involved?
        - Not sure of other groups involved so we need to be aware of them.
- Cyber security/accessibility
    - Impact space
    - Multifactor authentication
    - Feedback as to what this means to teacher and students
- Data Analytics
    - LARK subgroup
    - Leaning blended on time
    - Scope of what is and how it impacts instructors and students
- Tools and inventory's
    - Policy and implementation
    - Innovation vs Operational tension, defining guardrails to work within
- Testing
    - Support to leadership to prioritize resources to purchase and integrate digital integrity (testing) tools
    - Sanction the requirements for the RFP/RFI for digital integrity (testing) tools
    - Support to leadership to include effective pedagogical use of digital testing into existing instructor/faculty curriculums such as Tech Online, online course development efforts, Summer courses, consulting (programs managed by Sarah Miller)
    - Recommendations to leadership on which options/processes/methods should be used to best scale digital exams in campus courses/programs.

Attendance:
Steven Cramer
Andy Goldstein
Bethany Gordy
Marty Gustafson
Lisa Janson
Beth Martin
Dawn McCauley
Jocelyn Milner
Sherl Stoecker
Kristopher Olds
Paul Oliphant
John Parrish
Parmesh Ramanathan
Sue Wenker

Guest
Joe Johnson
Becky Morgan
Troy Dreyer