

TLTAG Monthly Meeting Minutes

November 2, 2018

1:00 – 2:30 PM

Bascom Room 260

1. Intro/Welcome

- Minutes from the TLTAG meeting on October 12, 2018 were approved.

2. Updates/Project Intake Process/Initial Review/Cross-TAG Review Committee (Elizabeth Harris/Steve Cramer)

- An extension of the EText Project has been made.
- Spring TLTAG meeting invites have been send out to TLTAG.

3. Multi-Factor Authentication and what it means to teaching and learning (Mary Evansen/Lisa Bender)

- Use Cases are being built out for the Teaching and Learning Environment.
 - Testing Facilities that do not allow phones.
 - Student Employees
 - International Students
 - Traveling out of the country/restricted area with no cellphone or internet.
 - Having to authenticate more than expected.
- Feedback can be provided on the [MFA website page](#). TLTAG feedback –
 - Having a trusted device instead of having to do so much MFA on same device.
 - Having a way for Teachers to have codes available prior for students when they are getting ready to take a testing and accidentally forget Fob to have backup plans available for students to take away unwanted anxiety.
 - Having numbers available for Testing Spaces that are incorporated to a student to take tests.
 - Addressing questions on who will cover costs of students especially international students who need to have Fobs mailed to them.
- Forgotten MFA device –
 - HelpDesk can assign a 12hr temporary code for MFA
 - Users can use Backup one time use codes for MFA if they have them stored.
 - Currently working on setting up a system for users to self set a 12hr code to those who do not have access to restricted and sensitive data.

4. Update on EText Pilot (Steve Cramer)

- EText Pilot has been extended.
- Currently about 10,000 students involved.
 - Students can opt to have lose leaf paper printed of EText books.
- Looking at having an automatic system set up for UW-Madison.
 - Once automatic is set up, it would be easier to roll EText out to scale on campus.

5. Digital Testing Sub-committee Update (Chris Hopp)

- Goal is to pick at tool an implement an online testing environment that would meet campus needs and would provide a tool for digital integrity tool.
- There have been discussions to change the name of sub-committee since it is looking for a plagiarism tool that would meet campus needs and with a scope more around testing around digital environment.
- Goals –
 - November and December to hold a round of Business Need sessions around Digital Plagiarism testing.
 - Will assist in outlining Business Requirements to assist in developing RFI and RFP.
 - Summer 2019 to have a tool in place to start off to campus and then work it up to scaling it out.
 - Would need to go through Project Intake and RFI and then RFP.
 - Bridging together with Campus Purchasing.

6. Quality Matters Rubric for Assessing Online Courses (Lyn Van Swol)

- Rubric is based on quality matters and 17 criteria that should/must have in on Online Course

- TLTAG would like to have Steve Bolt and Greg Knop present their findings behind creating the rubric.
 - Will share principles and guidelines hopefully in December meeting.
- This Quality Rubric was created to assist in planning for improvement for assessing Online Courses.

7. IT Governance Structure Discussion (Elizabeth Harris)

- Elizabeth created a Possible Action Items/Initiatives for TLTAG 2018-2019 and is looking for TLTAG members to take ownership of Action Items.
 - Any feedback to documents should be sent to Elizabeth Harris.
 - Looking to make sure governance is set up with the right people to address action items for TLTAG.

Attendance:

Josh Parrish
 Jocelyn Milner
 C. Shawn Green
 Steve Cramer
 Troy Dreyer
 Elizabeth Harris
 Bob Turner
 Lyn Van Swol
 Marty Gustafson
 Lisa Janson
 Linda Jorn
 Brian McNurlen
 Jeff Korab
 John Booske
 Parmesh Pamanathan

Guest

Mary Evanson
 Lisa Bender
 Chris Hopp