TLTAG Monthly Meeting Minutes
December 14, 208
1:00 – 2:30 PM
159 Education Building

1. **Intro/Welcome**
   - Minutes from the TLTAG meeting on November 2, 2018 were approved.
   - Welcome Shirin Malekpour from L&S who will be serving in Lisa Jansen's role, who will be taking over for Bruno Browning's role in DTAG.
   - Last IT Portfolio Project Metrics Forum Session on December 19, 2018.
2. **Campus Digital Testing (Paul Oliphant)**
   - 2 Draft Documents Sent Out
     - DRAFT – Campus Digitally Testing Initiative
       - Focuses on how to secure integrity on online exams on campus, testing centers, or remote.
       - Investigate tools that can be plug-ins to Canvas or looking at Unizin recommendations.
     - DRAFT - Campus Digitally Testing RFP Requirements
       - Having Vendors tell campus what they can provide as a tool through answering questions and assess if tool will meet campus needs.
         - Making sure there is a rubric created to measure questions.
   - Timeline –
     - Project is moving fast
     - Feedback about the DRAFT from TLTAG is due before the New Year.
     - 2 Project Intake Proposals
       - Digital Delivery Tool
       - Contact Delivery Tool
     - Have RFP done in Spring 2019
     - Have a Tool(s) selected by late Spring 2019
     - Have courses start piloting tool for Fall 2019.
   - Student Integration Plan –
     - DCS will take this to Summer Term to put in front of Student Governance Group.
     - Present to DoIT Student Group.
   - Communication Plan –
     - TLTAG motioned and approved the Communication of the Draft – Campus Digitally Testing Initiative Document with the modification of adding into scenario 2 of Unizin tools.
3. **Principles for High Quality Online Course and Programs (Steve Cramer)**
   - DRAFT – UW-Madison Digital Education Principles for High-Quality Online Courses and Programs
     - Taken to the Teaching Advisory Group, UC, UCAA, UPC, EI.
     - Document is looking to find principles that fulfill UW-Madison Mission across the state through Online Education that are courses fully online.
     - Important Principles to have in Online Courses –
       - Interactions with Instructors
       - Cohort learning
     - Creating process to sort through what course would be able to intergrade to an online course.
     - Currently the UW-Madison offers 25 Degree programs online.
     - Looking at UW-Madison Process to make sure online course are set up to offer the best experience, cybersecurity controls are in place, and management controls.
     - Importance in understanding student experience in finding courses, signing up courses, getting books, and taking courses.
       - Multiple tools students use for the full experience.

4. **Cloud Strategy (Joe Johnson)**
   - [Cloud Strategy Presentation](#) –
     - Strategy will be presented at all TAG groups and will be taken to the December ITC meeting to get endorsement.
     - There is alignment with Proposed Cloud Strategy and Campus Strategy.
   - Cloud is more defined as a tool that assist in delivering IT Services.
   - Proposed Cloud Strategy is looking to have a Cloud Strategy in place to help those on campus who want to move to the cloud.
     - Not forcing people to move over to the cloud.
   - Cloud Foundation Teams (Tiger Teams) to move things to the cloud, includes but not limited to -
     - Billing represented
     - Cybersecurity Team member
     - Administrative support
   - Any feedback regarding the Proposed Cloud Strategy should be sent to Joe Johnson (joe.c.johnson@wisc.edu)

Attendance:
John Booske
Steven Cramer
Troy Dreyer
Andy Goldstein
Bethany Gordy
Shawn Green
Marty Gustafson
Elizabeth Harris
Linda Jorn
Jeff Korab
Will Lipske
Shirin Malekpour
Dawn McCauley
Brian McNurlen
Jocelyn Milner
Lesley Moyo
Kristopher Olds
Paul Oliphant
John Parrish
Lyn Van Swol
Sue Wenker

Guest
Joe Johnson
Andrea Deau
John Ford