TLTAG Monthly Meeting Minutes
March 19, 2018
1:00 – 2:30 PM
Bascom Room 260

1. **Intro/Welcome**
   - Minutes from the TLTAG meeting on February 27, 2018 were approved.

2. **Update from Testing Sub-Committee (Paul Oliphant)**
   - Discussion on the Area and Directions –
     - Issues around Bring Your Own Device and looking at your Own Assessment.
       - This will be a consistent changing solution for this effort.
     - Area of Interest: Near-Term and Longer Term possibilities and Partnerships around these efforts.
       - Partnerships facilities and looking at how to enhance them.
       - Long-Term goal is designated to building or renovation of existing campus spaces.
     - Area of Interest: Culture –
       - Understanding two types of communities on campus curriculum – Residential and Non-Residential.
       - Having testing windows to address Campus concerns around have a policy around exam timeframe of exams outside the normal class timeframe and to accommodate students with disabilities.
     - Area of Interest – **Next Steps:** Having a Proposal for FY19.
       - TLTAG approved of the direction this committee is heading at addressing this issue.

3. **Syllabus AEFIS Update and Engage Textbook Update (Steve Cramer)**
   - Locking down price and extending contract of AEFIS, which expires in a year.
     - AEFIS is a tool used for Course Evaluation, Syllabus Builder, and Reporting Tool.
     - Other tools that are comparable to AEFIS are more expensive to campus.
     - With extending the contract, looking at encouraging more of campus to use this tool.
     - A few modules will be turned on, otherwise no changes in the contract will be made.
   - E-Textbook Update –
     - 3,900 students involved in 16 courses that offer E-Textbooks.
       - 16 students had dropped out of the pilot due to vary of reasons.
     - Extending Pilot from 16 Courses to over 70 Courses in Fall 2018.
       - Contract limit is 100 Courses.
     - A few issues from the Registrars Office in regards having the programs available for the automation of this tool.

4. **Issue #10 in EDUCAUSE Article (Lyn Van Swol/Rafi Lazimy/Group Discussion)**
   - Exercise to look at the change in leadership for TLTAG.

5. **Report from ITC (Rafi Lazimy)**
   - Reviewed over IT Principles with TLTAG and other IT Governance Groups.

**Attendance:**
Steven Cramer
Linda Jorn
Rafi Lazimy
Lyn Van Swol
John Parrish
Lisa Jansen
Paul Oliphant
Andy Goldstein
Lesley Moyo
Jocelyn Milner

**Guest**
John Zumbrunnen
Parmests Ramanathan