1. Welcome!
Don Descy and Joan Roca welcomed the group to the first meeting of the semester. Welcome to the new members, Steven Smith (A&H) and Nancy Geistfeld (AH&N). Congratulations to Jim Grabowska on his new book. All members of the LTR introduced themselves.

Everyone is reminded to attend the HLC Open meetings.

2. 2006 Minnesota E-Learning Summit, May 18 – 19, Augsburg College, MSP

3. EDUCAUSE: October 9 – 13, 2006 Dallas. Don Descy announced that the AECT conference is taking place at the same time, in the same city.

4. Meetings this semester: (In ITS Conference Room ML3012)
   2/16 (2-3:30); 3/2 (2-3:30); 3/23 (3-4:30); 4/6 (2-3:30); 4/13 (3-4:30); 5/4 (2-3:30)
Please note that the meeting times do vary a bit from time to time but the location will be the same.

5. Meeting of the Simulation/Games subgroup; 2/13 (12-1) CSU 219A
   This will be the first meeting of this subgroup. Kent Kalm will be chairing this group.

Old Business

6. Approval of Minutes (12/1/05) – A motion was made by Jim Grabowska to approve the minutes of December 1st. Gerald Schneck seconded and the minutes were approved without change.

7. Update from the Academic Integrity Subcommittee; Timeline – Gerry Schneck apologized for the delay for this committee. The group met once last term. Jeff Henline will be meeting with this subgroup to discuss Turnitin versus Google and other products. The legalities with intellectual property still need to be defined. The
LTR asks that this subgroup have its recommendation by April 6. By using this timeline, we can still get a recommendation if necessary through the Sub Meet and Confer process before the next renewal dates. Gerry also said he will speak with Jeff regarding sending a survey to faculty members to identify demand for this product.

8. **D2L Issues – Brief Update (Mark J.)** – Mark Johnson said that there was a reasonable start up for D2L this semester. There were no major problems. A hardware upgrade was implemented during the break but not all of the features have been turned back on.

A card was distributed (you will be getting one inter-campus mail as well) that introduces Jeff Henline and Elena Ivanova as the MSU Faculty Course Development Team. Now that D2L is stabilizing, it should be easier to use. Jeff and Elena can help to enhance existing programs or help how to get started. They will be in a booth outside of the Food Court on February 8 & 9 between 11:30 – 1:30 p.m. Course development resources are available to all MSU faculty.

The Extended Learning Subcommittee drafted a letter of concern regarding D2L. They sent this letter to Dean Lipetzky and Steve Bohnenblust. Steve Bohnenblust took this letter to the statewide IFO and received unanimous support. The letter was then handed to the Chancellor. It seems as if MnSCU is taking the concerns seriously. This information will be shared with the group at the next meeting.

9. **Reps for Student LTR: Don, Dave G., Roland N., and Brian G.** – The consultations will begin with the students in one or two weeks. Bryan Schneider will coordinate the information.

**New Business**

10. **iTunes U (Mark, Don, & Joan)** – A handout was distributed. A meeting with the Apple representative was held yesterday. They have a program to put podcasting up on their site for free. 3 to 4 universities are on now. Mark Johnson is working on the application process and sorting out specifics. Bryan Schneider and Jeff Henline are working on this. It was stated that Diane Coursol would like to be the point person for this endeavor. Mark Johnson explained that it is necessary to have different people be responsible because license agreements and contractual agreements need to have different point people than an academic point person. Don Descy announced that the Apple techs would be happy to come down and teach us about this. If you are interested in this, please email Don Descy.

Mark Johnson stated that we will still have access to what is available even if the university does not sign up. This is a very good tool to complement lectures and offer class materials. The contract might even be enhanced to get a university license to download songs. If that happens, student interest may increase.

Purdue does quite a bit of podcasting but they host it themselves under the name “Boilercast”. Mark stated that there are many different ways to perform this and it is
very exciting. The campus could use these tools to broadcast news and information to students. A lot of students are using iPods. Mark said that a team of individuals are working on podcasting and video presentations and plan to have the information ready this semester. A lot of items are available such as PSP devices. There are varying degrees of compatibility so this must be reviewed carefully. Information will be supplied as it becomes available and expect to see demonstrations.

11. ITS Update/Showcase: Computer Store (Dawn Leech) – Dawn Leech is the manager of the Computer Store and supervises the Help Desk. She shared a PowerPoint with the group that reflected the new remodeling of the Computer Store and the products that are available. Mark Johnson mentioned that the Student Union won a national award for design and the Computer Store is modeled after it.

Several members of the LTR spoke of positive experiences with the Computer Store. We are very fortunate to have it.

Electronic Repair has also been remodeled. Their main focus is warranty work but they will do other repairs. If equipment is not purchased there, they charge a flat fee and then you will be billed for parts and labor that exceed that cost. Again, several members of LTR spoke highly of the services offered.

12. ITS Update/Showcase: Card Access & Vending (Bryan Schneider) – Bryan Schneider announced that they have been seeking ways to add functionality to the MavCard. The cash stripe originally was the small stripe on the card and if the card was damaged, cash was lost. They have now encoded the cash amount into a number on the large stripe. This information is not lost if the card is damaged. You will be able to check your balance, check all of your transactions, add money to your account and also deactivate your card if it is lost. All vending machines on campus are now on the Internet and reports can be generated.

A proximity chip is also installed in the MavCards. This will allow you to lock and unlock doors. They are installing doors in Armstrong Hall and Nelson Hall. The auditing process is much better with the cards than keys. It also increases the security level. Norleen Turensky in the Academic Computing Center will make sure that faculty have access to rooms that they need. For awhile, both keys and cards will work but eventually the card system will be the only alternative. The long-term goal is to move away from the keys but it will be a lengthy process because it of the cost. As of now, the demand for these doors has exceeded the supply.

Updates

14. ITS/ETS (Mark J.) – Mark Johnson said that the President is planning to roll out a new MSU video presentation. It is a full-blown multi-media event that includes
digital technology, orchestrated speeches and uses the latest technology. This will be shared with the LTR.

15. **Extended Learning (Pat L.)** – Pat Lipetzky announced that there is an RFP for new online programs. This is available to create new online programs or to enhance current ones. Incentives may be offered.

Kent Kalm announced that the Faculty Exchange meeting was well attended. They had 16 people over the lunch hour. The next meeting will address podcasting. He will send information to the LTR list.

16. **MnOnline (Roland N./Joan R.)** – A handout was distributed that reflected the online enrollments of the whole MnSCU system.

A recommendation was brought to MnOnline regarding proctoring. A number of MnSCU institutions are no longer offering proctors. This is a service that is vital to students of MnOnline. This issue may come back in other forms such as with the National Education Association. A solution is needed. One proposal suggested using testing centers such as Sylvan. There is a considerable cost associated with this. The question would be who pays for any additional costs to implement it. There are national standards for testing centers too. At MSU, the Career and Counseling Center does this.

Gerald Schneck mentioned that some publishers have an online tutoring program that is free to students. He has checked into it and they are being offered by people with Ph.Ds. This seems as if it would be very appealing to students.

17. **Other** – None

Meeting adjourned.