Present: Gale Allen, Don Descy, Corinne Dickey, Jim Grabowska, Brian Groh, Catherine Hughes, Joel Jensen, Mark Johnson, Joan Klanderud, Mark Kump, Peg Lawrence, Patricia Lipetzky, Angela Monson, Joan Roca, Warren Sandmann, Gerald Schneck, Gary Urban, Steve Vassar, Adam Weigold, Robert Zelin
Absent: Jane Baird, Ronald Browne, Daniel Cronn-Mills, Jan Eimers, David Gjerde, Tim Kochery, Nina LeNoir, Henry Morris, Stewart Ross, Wayne Sharp
Guests: Mary Dowd, Carol Stallkamp

Announcements

Joan Roca welcomed the group and announced that the Turnitin demo would be taking place at 2:15.

1. Talking about Teaching and Technology (11/11 TODAY)
   This conference is taking place today. There are a few LTR members with excused absences to participate in this conference.

2. RFP for MSU Online Learning programs due November 15, 2004
   Patricia Lipetzky announced that some proposals have been received but more are expected.

3. Other
   Joan Roca stated that he has been appointed to the MnOnline Council. He will keep us informed of things as they come up so that we will be able to take advantage of all opportunities.

Old Business

4. Approval of draft minutes
   Jim Grabowska made a motion to approve the minutes, Gerald Schneck seconded. The minutes were approved as last distributed without change.

   The comments received during the review period have been incorporated into the policy for Intellectual Property and Copyright. The LTR feels that this policy is faculty-friendly. Jim Grabowska made a motion to endorse this policy and Gerald Schneck made a second. The group concurred and a recommendation will be made by the LTR to move forward with this policy. If there are additional comments or concerns, please feel free to forward them to Warren Sandmann.
6. **Demo of Turnitin (general review – Jeff, OIT)**

Jeff Henline presented a demonstration of Turnitin to the LTR. Mary Dowd and Carol Stallkamp joined the LTR to view this demo.

Turnitin is plagiarism detection software that is now available to instructors at MSU. This module must be implemented at MSU effectively so that it respects students’ rights and intellectual property. There was a 2002 article in The Chronicle of Higher Education (distributed to the group and available at: [http://www.educause.edu/pub/er/erm01/erm015w.html](http://www.educause.edu/pub/er/erm01/erm015w.html)) that spoke about violation of data privacy. Consent forms should be signed by students so they are aware that instructors are using this program. This project should be seen as a pilot to test a new teaching and learning tool, not an accusing tool. The ultimate goal is that students become better paper writers.

The use of Turnitin must be incorporated into a training program. Faculty should include a statement about academic honesty in their course syllabi. Some schools have a student sign a release form. This makes the student aware that their document will become a part of the Turnitin database. If a student declines to sign the release form, some schools have made the student bring in copies of the first page of all of their articles and resources consulted.

7. **Vice President Olson’s Charge (#2.c.) “How do we incorporate Turnitin into our courses? Promote it?”**

Handouts were distributed from the implementation of Turnitin in at Moorhead and Indianapolis. These documents can be viewed at [http://www.mnstate.edu/instructres/Turnitin.htm](http://www.mnstate.edu/instructres/Turnitin.htm) and [http://www.ulib.iupui.edu/turnitin/home.html](http://www.ulib.iupui.edu/turnitin/home.html). It may be possible to negotiate the terms of our own contract with Turnitin and have all student work scrubbed from the database at the end of the academic year or some point in the future.

Turnitin could also be seen as copyright protection for students’ intellectual property. There is a legal section at Turnitin.com ([http://www.turnitin.com/static/legal](http://www.turnitin.com/static/legal)) that addresses different legal aspects that address concerns by academic institutions and students alike.

It is important to remember that an institutional decision has not been made and the software is being made available on a trial basis.

Adam Weigold said that he feels the students are okay with this software. He said that as long as this is explained to students and they are told why this is happening, it will be accepted. It is important that students are educated on plagiarism. This should be fit into their general education coursework.

As requested by Vice President Olson’s charge, the LTR should make a recommendation on the future use of turnitin or other antiplagiarism software. At
this point, there was consensus at LTR to proceed with the Turnitin pilot project. Training sessions will continue to be offered and any faculty member who wishes to try it should go to the web page set up by OIT and select “Request Access” (http://www.intech.mnsu.edu/new/turnitinindex.html.)

Final comments included that education on preventing plagiarism could be promoted more aggressively in General Education courses, First Year Experience, English Composition, or Library instruction sessions. Instructors could also explain the Turnitin process to students at the beginning of the first class. The use of Turnitin could also appear as part of the course syllabus.

Recurring Updates

8. **Student LTR: Adam Weigold**
The Student LTR has not met. No report.

9. **ITS: Mark Johnson**
Mark Johnson said that, at the next LTR meeting on December 2nd, he will be providing an general update on tech fee and ITS general spending. Consultation will begin for next year’s fee in the spring.

MavPrint – A proposed solution to faculty printing for classes in being worked on. Faculty may soon be able to use the department cost center or departmental credit card to purchase copies for MavPrint. Work will continue with the Copy Shop and they will handle the billing portion of this arrangement.

ResNet Depots have been providing services to Res Hall students. They get Internet services and help with computer problems. Positive comments have been received and surveys have been favorable.

Mark announced that we are about 2 or 3 weeks away from a final RFP for a new PBX telephone system. If you have any additional comments or concerns, please forward them to Mark Johnson or Bryan Schneider.

Legislative Day at MSU will be one week from Tuesday. The legislators will be visiting MSU in the morning and SCTC in the afternoon. They will tour the Teaching and Technology Center. Mark said that if anyone is working in the production area, it might be nice for the legislators to see this. It will provide an opportunity to discuss items such as leveraged funding.

10. **OIT: Tim Kochery**
No report.

11. **Extended Learning: Patricia Lipetzky**
There is no news on the E-Learning grants from MnSCU. There were 53 proposals submitted of these, 11 were from MSU. We contributed the most proposals within the system.
12. MNOline: Roland Nord
   No report.

13. Adjourn

Joan Roca reminded all members of the LTR to share the approved minutes with their constituencies so people will know what’s happening and be encouraged to get involved and provide feedback to LTR on turnitin and other technology issues.