



LTR Meeting Minutes 9/13/01

Dr. Descy chaired the meeting; membership welcomed back to the LTR and introductions were made.

Members present

- Descy, Eimers, Frey, Gjerde, Groh, Holmberg, Huebsch, Hughes, Johnson, Kalm, Kochery, Kuster, Morris, Roca, Sandman, Sexton and Vassar

Announcements

- Administrative support has not been received from Academic Affairs and Dr. Frey indicated that news of this support would be emailed to members as soon as it arrives.

Old Business

- Chair mentioned that the MnSCU RFPs regarding online course development came out very late last year with a quick turnaround and a June deadline. There was discussion on the idea of developing proposals with the anticipation of new rounds of the RFP. Generally everyone agreed that it would be useful to have this done so we would be prepared, regardless of the deadline. It was agreed that we would have Dr. Quirk work with the LTR on this matter. Subcommittee on the development of this charge would be lead by Kalm and Kochery. They will meet with Quirk, and will add other faculty to the subcommittee as needed.

New Business

Reports: Johnson and Kochery led the group through the Information and Technology Services Review update. There was good discussion by membership on the update items. If you were not in attendance and want the handout that details the progress Mark has made this past year, please request one from him.

Overview of Discussion:

- a)** Eighty-two Schedule 25 rooms are yet to be equipped; bids will be received by the end of September, 2001 and hopefully installations will be in full swing by winter break. Matt Clay has been hired to be full-time electronic classroom coordinator.

- b)** U-Compass was preferred by faculty and is now in operation and fully approved by MnSCU. This will be very cost effective with local servers, unlimited email support, and with faculty and TA user licenses. Cost is \$61,000 for the first year and \$50,000 thereafter for services. ISRS will have good connections with the U-Compass system. Jeff Henline is the technical staff in charge of the server. Johnson also announced that there is great opportunity for external partners to allow this to grow. The president of the company will be on campus soon and will attend the LTR.

- c)** Outlook equipment is on campus and is being installed. System will have triple redundancy so that the university community will experience little down time.

- d)** Johnson described the agreement with Microsoft. All faculty and staff with state owned Mac's or PC's with Microsoft OS can have free updates on all Microsoft Office 2000 software. The cost was \$43,000, which came from profits of the Computer Store and paid for Outlook and all individual computer software licenses. This can also be extended to personal computers if you use them only for business purposes.

- e)** ITV-Kochery announced that the focus groups are meeting and that Joe Nechanicky is the coordinator of all ITV scheduling.

- f)** Federal grant money will be used to support wireless classrooms and there will also be an RFP coming from Kochery's office for seed money for lpaq's usage in the classrooms.

- g)** Johnson showed data on the efficiency of the Help Desk. He indicated that the calls are coming in but they need to increase their efficiency in handling the calls and problems.

h) Johnson also indicated that the wireless network was broadened campus this summer but there are still conference rooms and classrooms that are not sufficiently covered.

i) Tim Huebsch announced that there is a request for student representatives for each college to join the Student LTR. This committee will begin meeting very soon.

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Assessment Charge to LTR: The LTR is charged with the development of assessment tools for the U-Compass Project. Frey led discussion on the need to develop these tools in order to monitor the development of the effectiveness of the U-Compass Project in student learning. There was discussion and Sandman and Groh agreed to be co-chairs to develop the assessment package to monitor teaching and learning using the IMS system. They will select other faculty who are users of the IMS system to assist them in this project. There will be a need by Kochery to develop a separate assessment program for the faculty development program to bring faculty up to speed with the system.

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LTR Goals: The item for setting academic year goals for the LTR was delayed until the next meeting. Members were asked to be thinking of goals so that they can be discussed at that time.

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