



ICT in Teaching and Learning Governance Group

4.00p.m. – 5.00p.m.
Tuesday 11th May 2004
Registrar's Meeting Room

Attendees:

Mr Ed Binney, Chief Information Officer	Dr Mary Jane Mahony, for Pro-Vice-Chancellor, College of Health Sciences, Prof Don Nutbeam
Ms Anne Forster, Manager Special Projects	Assoc Prof Mary Peat, for Pro-Vice-Chancellor, College of Sciences and Technology
Prof Michael Fry, Acting Deputy Vice-Chancellor (Infrastructure)	Prof Paul Ramsden, Pro-Vice-Chancellor (Teaching and Learning) - Chair
Prof Stephen Garton, for Pro-Vice-Chancellor, College of Humanities and Social Sciences, Prof June Sinclair	Prof Judyth Sachs, Chair, Academic Board

By invitation: Dr Rob Ellis, Coordinator, ICT in Teaching & Learning

Minutes

- 1. Minutes of the Meeting of 19th Feb and 17th March 2004** **Adopted**
It was noted as a procedural issue, that decisions would not be taken without inclusion of the relevant project area in the discussion.
Adopted
- 2. Budget 2004-2006 for ICT in Teaching and Learning** **Adopted**
Questions were asked in the following areas:
 - Hardware, Communication & Databases – this item includes software for Web statistics and a hardware server for WebCT
 - Salaries – staffing structures were taken from the Operational Plan
 - Benchmarking – fund a project with ANU to establish principles and benchmarks for blended ICT in Teaching and Learning
 - Evaluation – student evaluation of WebCT student experience
 - Contingency – startup costs of management model and potential purchase of additional technologies
- 3. ICT in Teaching and Learning Strategic and Operational Plans**
It was noted that AUQA had requested a copy of this document.
It was decided:

- Members would be circulated with a soft copy of both plans and wording for a covering email for members to seek input from their constituencies
- Any feedback to be provided to Barb McLean by 9th June 2004

Adopted

4. College Developments

CHASS

A paper is being developed for a meeting of Deans on Thursday 13th May. It is assumed that the outcome will be an appointment of a level D Director to oversee strategic developments in ICT in Teaching and Learning within the College. Space is an issue; another issue is the multiple platforms within the College. Blackboard Users have access to the 4000 hours for development. The PVC has asked the faculties for buyin to the processes put in place.

The Deans have been asked for nominations to fill the Assoc Dean (ICT in Teaching and Learning) positions in each faculty.

CST

Accommodation has been secured and the Deans have been asked for nominations to fill the position of Assoc Dean (ICT in Teaching and Learning).

A newsletter has been distributed to the College as part of the means of developing a College Strategy and identifying issues such as the appropriate use of ICT in Teaching and Learning. This will require research into how students learn as well as instructional design using Learning Management Systems.

This is a University-wide issue.

CHS

The College has a Strategic Plan which aims to synchronise University, College and Faculty initiatives in the ICT in Teaching and Learning area. The College plans to use the 4000 hours of strategic support on projects with a mix of short and long term aims and outcomes. Projects should be aligned with College Strategic aims. CHS will include video conferencing initiatives in their definition of ICT.

Assoc Deans (ICT in Teaching and Learning) have not yet been appointed.

5. Report from iTEV

iTEV is not purely about e-Learning. It focuses on the commercialisation of e-Learning programs. Pilot projects have focussed on both designing the learning management package and developing the business skills of the academics involved.

As project funds are limited it has been decided to get better value for money by focussing on interdisciplinary projects. The first of these will be Aging, which will build on the Pilot Project – Study Age Online. By the end of 2004 there will be 6 Units of Study teams; internal governance (Hal Kendig as

Program Chair and a Director appointed) and external governance in place. We are hoping by this engagement with the community to be able to gain access to Linkage and other grant monies. The University is identifying a Council of Elders to be involved in this project.

6. **Memo from the University Library on ICT in Teaching and Learning**
The Governance Group endorsed the Memo recognising that the Library is a national leader in the development of digital learning repositories e.g. SETIS.

It was recommended:

The Library Memo on ICT in Teaching and Learning be referred, with the endorsement of the ICT in Teaching and Learning Governance Group, to the MIS Steering Committee.

Adopted

7. **Next Meeting**
Thursday 15th July 2004 from 12.30p.m. – 1.30p.m.
Registrar's Meeting Room