Learning with Technology Committee Meeting Minutes  
February 26, 2007

Committee Members in Attendance:

   Cathy Beise, Stephen Ford, Sam Geleta, Thea McDowell, Ron Siers, Melissa Thomas

I.   Introductions:
   a.  Due to sabbaticals there a new members on the committee for this semester.  All members were asked to introduce themselves.  Ron Siers is replacing Regina Royer and Dorothea McDowell is replacing Victoria Hutchinson.

II.  Minutes from January 31, 2007 were approved.

III. Old Business:
   a.  RefWorks: A recap of the previous discussions regarding RefWorks was discussed.  Highlights included preliminary research done by Deborah Harrington and Kathryn Kalmanson concluded that the majority of the electronic databases in which SU subscribes will work directly with RefWorks; citation software (include RefWorks) has been a topic on the UM System of Libraries Electronic Collections Tasks Group in which Stephanie Fridie is our representative; Dr. Alice Bahr has offered non-financial support (such as training and how to instruction) for a standard citation software in which the committee determines as the standard. The committee still wants to keep track of any status from the Electronic Collections Tasks Group as to whether a citation software will be adopted by the system and whether the USM Libraries will enter into any consortia pricing.  Returning to our minutes from 10/25/06 – the committee was ready to recommend RefWorks and Deborah Harrington was going to draft a proposal.  It is still the consensus to recommend RefWorks as the standard.

   Action item: Cathy will follow-up with creating the formal recommendation regarding RefWorks to the Faculty Senate and Dr. Alice Bahr – Dean of Libraries and Instructional Technology.

   b.  Bylaw changes – Mike Scott to follow-up Darrell Mullins and the Faculty Senate regarding our bylaw change requests submitted during Fall 2006.  Cathy will follow-up with Mike as well.

   c.  Clickers – Jerry Waldron is still contacting companies regarding piloting other audience response systems during the Spring 2007 semester.  Via email, Jerry indicated the following status:

" I have one company, so far, who is interested in working with us this
semester. I explained that I would like them to work with a team of two faculty who would share one total package (clickers, software, transmitter/receiver). They generally do 30 day trials, but I might be able to wiggle more from them. The company is www.interwritelearning.com

Melissa Thomas has obtained the list of faculty teaching in HS 243, FH 134 and FH 142 which was designated at the last meeting as rooms to try different vendor products. Possibly room FH 134 can be used for the pilot with InterWrite Learning.

**Action items:** Melissa to send list of rooms and faculty teaching in those rooms to the committee. Faculty who are known to be interested in testing clickers will be highlighted. Jerry Waldron to follow up with InterWrite Learning and iclickers to setup pilots for this semester.

Rob Siers spoke about his use of the TurningPoint system and how student reactions to its use is positive. Ron also mentioned a product called Prometheum from the UK in which was demonstrated at a recent technology expo he attended.

Suggestion was made by Cathy Beise for the committee to develop a set of criteria. Suggestions for the criteria include:

i. Compatibility with other technologies (WebCT, Smartboard, etc.)
ii. Price of receivers, licensing and clickers
iii. Integration with software
iv. Capabilities of clickers (LCD screens, etc.)
v. Reporting capabilities

**Action item:** Melissa Thomas and Ron Siers will develop a set of criteria to share with the committee.

IV. New Business:

a. Quality Matters Subscription – Ron Siers led off a discussion about what is Quality Matters based on an USM sponsored training in November on an Overview of Quality Matters. Material was shared with the committee. Quality Matters is a product of an inter-institutional FIPSE grant which developed a rubric to measure quality in online courses. The rubric is based on scholarly research and identifies 40 standards that can be found in quality online courses – 14 of which are essential. Courses can go through a peer review process with a team of 3 reviewers and the course instructor, using this rubric. A course meets the quality matters expectations if all 14 essential standards are met and a total overall score of 68 out of 80 is achieved.

Currently a course peer review costs $750. Kathie Wright in the Perdue School just completed a course review of INFO 211 which successfully
met the Quality Matters standards.

A subscription to Quality Matters would provide SU with the most recent rubrics, which includes one for hybrid courses as well as training and support for faculty to become Peer Reviewers. Faculty who participate in peer reviews receive minor stipends of $150 or $250 if the chair of a review team. Based on FTE – SU would be a mid-sized subscription with an annual cost of $3500.

Discussion occurred regarding the value of Quality Matters. Members of the committee who have participating in the Soaring with Online Learning project see the value of the rubric and process to improving the quality of the course and instruction. Questions to the value of a being a qualified reviewer or having a course reviewed were brought out in relations to tenure and promotion.

It is felt that departments putting entire programs in hybrid or online format might see the value of having courses go through the peer review process – i.e. Social Work and Geography. However, it is unanimous that this should be a voluntary process. Sam Geleta referred to this as a tool that should be made available in support of faculty and in support of online courses.

**Action items:** Melissa to distribute the QM Subscription information to the committee with summary of options. Melissa to send a email to all faculty who participated in the Soaring program to see if they would be interested in having their online/hybrid course go through a peer review process.

Respectfully submitted,

Melissa Thomas