



eLearning Governance Group

1.00p.m. – 2.00p.m.
Monday 6th November 2006
Main Quad Meeting Room

Membership:

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| Prof. Judyth Sachs (Chair), Pro Vice-Chancellor (Teaching and Learning) | Mr Robert Mackinnon Chief Information Officer |
| Dr Chris Bird, Director ICT Strategic Development and Planning | Assoc Prof Mary Peat, CST Academic Director, ICT in T&L |
| Assoc Prof Rob Ellis, Director eLearning | Assoc Prof Chris Roberts, Director Centre for Innovation in Professional Health Education and Research |
| Assoc Prof Mark Freeman, Director Office of Learning and Teaching in Economics and Business | Mr John Shipp University Librarian |
| Ms Su Hanfling, Director Sciences and Technology Libraries | Assoc Prof Bruce Sutton Chair Academic Board Mr Harry Swanenberg Director of Infrastructure ICT |

Apologies:

Assoc Prof Mary Peat

In Attendance:

Ms Karen Davies, Project Manager for University LMS Upgrade

Minutes

1. Minutes of the Meeting of 14th September 2006 Adopted

2. 2006-2007 Wireless Access Roll-out Plan

Mr Harry Swanenberg reported that due to difficulties in calling a Wireless Working Party the rollout plan had not been developed. There are currently 206 wireless access points (about 40% coverage); about 500 access points will be required to get us close to the aspirational goal of 100% coverage. It is planned that the Wireless Working Party will develop a 3 year plan, prioritising areas for installation on the basis of 'shared meeting space and/or access labs'. The 2007 Budget includes a bid for an additional engineer to support the upgrade.

There is currently a project underway testing seamless mobility, aiming also to develop a standard environment for mobile phones and PDAs, easy access to the Web and clean network access. A tender will go out by the end of 2006 to integrate with a commercial broadband wireless network. It is anticipated that this tender will provide an environment where calls from within the University

by mobile phones and PDAs will connect via the University carrier (with no connection fees); while off-campus calls will incur charges. Tender applicants will be asked to identify services that can be provided to students. They will also be asked to provide information on the potential for recording an audit trail (required for official University business, including quality and risk management).

Discussion suggested the necessity for a parallel academic working party (including membership from the Library) to the Wireless Working Party. (The current Access and Support Working Group may fulfil this role). This group could develop projects which would inform the University community on mlearning potential and benefits. Work also needs to be done on developing data on student usage of mobile phones and PDAs, including identifying current devices. Currently there is a student survey of wireless and elearning underway (led by Andrew Cooper).

A Wireless Access Plan should be available for the next meeting of the eLearning Governance Group.

3. Learning Object Module

The Learning Object Module included in the WebCT Upgrade will not become an enterprise solution and is not accessible from Blackboard. It was recommended that Andrew Cooper work with the Library on this issue.

Adopted

4. Draft Integrated Learning Strategy

Prof Sachs explained that the Provost had requested an eLearning Strategy, but it was felt that eLearning limited the integration of infrastructure and learning. The Integrated Learning Strategy was developed – to link in with Goal 5: Enhance Learning in an Information Rich Environment, of the Learning and Teaching Plan 2007-2010 and to incorporate the recommendations of the eLearning Review. This document will be consulted through the eLearning Working Group and then be taken to the Provost's Strategy Meeting.

Discussion included:

- The need to rationalise LMS
- The need for revised faculty Workload Policies
- The need for business modelling of class sizes
- The need for the development of guidelines for new learning spaces, including size, number and equipment
- The need for a supporting Communication Strategy
- The need for an Integrated Learning Committee
- The need for action research collaborative projects
- The need for Course templates to include an integrated approach to virtual and on-campus learning

The above amendments will be incorporated into the Draft Integrated Learning Strategy, and be re-circulated.

Adopted

5. Name of this Committee

If the Integrated Learning Committee is established, will this result in duplication with the eLearning Governance Group? Or, are there distinct goals and roles and a need for separate membership?

It was decided to revisit the Terms of Reference of the eLearning Governance Group at a final meeting early in December. **Adopted**

6. Report on WebCT Upgrade

Ms Karen Davies reported that the Project remains on target, despite delays with contractual negotiations. There are no issues or risks that would affect an on-time and within budget completion.

7. Next Meeting

To be advised.