



eLearning Governance Group

9.30a.m. – 10.30a.m.
Wednesday 6th December 2006
Registrar's Meeting Room

Membership:

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 Mark Freeman, Social Sciences and Humanities representative
Ms Su Hanfling, Director Sciences and Technology Libraries
Mr Robert Mackinnon, Chief Information Officer
Assoc Prof Mary Peat, Sciences and Technology representative
Prof Bruce Sutton, Chair Academic Board

In Attendance:

Mr Andrew Cooper, Director Architecture and Technology
Dr Mary Jane Mahony, Director Education Connections

Minutes

1. Minutes of the Meeting of 6th November 2006

Adopted

2. 2006-2007 Wireless Access Roll-out Plan

Mr Harry Swanenberg tabled a summary of the Wireless Access Roll-Out Plan (for Camperdown/Darlington Campus) and the Minutes of the Wireless Rollout Project Meeting on the 21st November 2006. First priority will be:

- 5 access points up Eastern Avenue to connect the open spaces
- 20 access points through the residential colleges
- 5 access points in the University Sports and Aquatic Centre (any spare access points to be re-distributed to the Sydney College of the Arts)
- 5 access points at the Sydney Conservatorium of Music

The site surveys for these 35 access points are already underway, with cabling planned for January 2007; sites to be active early in February.

In 2007 resourcing for a further 70 access points will become available. It was agreed by the Wireless Rollout Project Meeting that ICT would establish guidelines for faculties to allocate; with ICT maintaining responsibility for central spaces (30% of the allocation) and the management of all installation.

Mr Swanenberg also mentioned that CP&S have been approached regarding the usage of their poles as wireless access points; and that the December carrier tender documents included the requirement for a Standard Operating Environment for PDAs.

3. Integrated Learning Strategy

Prof Sachs spoke to the tabled Integrated Learning Strategy, saying that it had been consulted through the eLearning Working Group in addition to the Learning and Teaching Committee. The University Librarian will inform the Provost's Strategy Meeting that there will be the Communication Plan for the Integrated Learning Strategy. **Adopted**

4. Terms of Reference

The July 2006 Terms of Reference were revisited in the light of the establishment of the Integrated Learning Committee. The following changes were recommended:

- To amend the Purpose to read:
The purpose of the eLearning Governance Group is to advise the Integrated Learning Committee on issues related to the University's approach to elearning, including the implementation of the Integrated Learning Strategy and all matters related to learning in the 21st Century.
- TOR 1-2, 4 and 6 to remain the same
- Addition to TOR 3:
...to ensure coherence of the virtual environment, including the architecture, network and interoperability between digital repositories.
- TOR 5 – delete iTEV and amend to read:
To advise on resource requirements and implications for elearning as part of a broader integrated learning strategy.
- Add a new TOR 7:
To keep appraised of current developments in technology and its potential usage in learning and teaching.

Adopted

5. ePortfolio

Dr Mary Jane Mahony attended the meeting to propose that the WebCT implementation include a pilot of a bolt-on ePortfolio module in the faculties of Health Sciences and Arts. ePortfolio is included in the Learning and Teaching Plan 2007-2010 and would fulfil the requirements of recording both Graduate Attributes and Professional Attributes. There are already several paper-based mechanisms in use, it would be sensible to pilot a potential central system before multiple feral automated versions are put in place.

The eLearning Governance Group decided to advise Mr Chris Bird that this was a priority for funding for 2007 and that if required the faculties of Health Sciences and Arts be requested to contribute towards the operating expenses of the pilot.

Adopted

6. ICT Strategy for eLearning 2007-2009

Mr Andrew Cooper tabled a summary of the ICT Strategy for eLearning 2007-2009. He advised the Governance Group that in order to support the Integrated Learning Strategy there will be 3 ICT strategies established:

- Coherence
- Responsiveness
- Collaboration

The ICT Strategy will use the model of pilot studies, with innovations occurring in small areas for trial and once successful being rolled out enterprise-wide. Actions in the Strategy include specific and funded Recommendations for 2007, in addition to the quantification of an accurate Budget for 2008.

7. WebCT Upgrade

A/Prof Ellis reported that the WebCT Upgrade was on schedule with most of the translation of existing WebCT web pages into the new version achieved. There has been a greater than expected demand for workshop training.

The only issue is the matter of space for the disaster recovery machines. Fisher Library has been agreed however some minor insurance matters have held up the Macquarie space.

8. Any Other Business

There has been pressure by an Industry Group to gain a place on the eLearning Governance Group (this has occurred at Melbourne University). It was decided to invite guests when required but not to provide ongoing membership.

Adopted

As this was Prof Judyth Sach's last meeting with the eLearning Governance Group, the Group acknowledged her leadership and collaborative style which has enabled the development of a sustainable Integrated Learning Strategy.

Adopted

9. Next Meeting - Thursday 15th March 2007 from 1.00p.m.-2.00p.m.

The Next meeting of the eLearning Governance Group will be held on Thursday 15th March 2007 from 1.00p.m.-2.00p.m. in the Main Quad Meeting Room. A light lunch will be provided.