

Draft Minutes of the eLearning Governance Group, Thursday 19 February 2009.

There were present: The Chair of the eLearning Governance Group, Acting Deputy Vice-Chancellor (Education), Professor Derrick Armstrong, Director of eLearning, Associate Professor Rob Ellis, **the Chair of the Academic Board, Professor Bruce Sutton, Associate Dean (Educational Development), Medical Education, Associate Professor Chris Roberts, Director of the Office of Learning and Teaching in Economics and Business, Associate Professor Mark Freeman, Director of Learning and Teaching for the Faculties of Science, Dr Charlotte Taylor, Chief Information Officer, Mr Bruce Meikle and Director Architecture and Technology, Mr Andrew Cooper , ICT Solutions Manager, Learning and Teaching, Dr Geoff Gordon and Head of Programs and Education, Centre for Continuing Education, Mr Jonathan Saurine. Ms Sally Paynter was in attendance.**

1. Apologies and Welcome

The Chair invited members to join him in welcoming the Group's newly appointed members, Associate Professor Chris Roberts, Dr Geoff Gordon, Dr Charlotte Taylor and Mr Jonathan Saurine.

2. Minutes of previous meeting

Resolution 1/09

The eLearning Governance Group adopted the minutes of the previous meeting held on 20 November 2008 as a true record.

3. Matters arising from Minutes (not dealt with elsewhere in the Agenda)

4. Report of the Chair

The Chair advised members that the Vice-Chancellor had announced plans for the creation of two sub-committees of the newly formed Senior Executive Group (SEG), a Research and Research Training Committee and a Learning and Teaching Committee. There was also the possibility of forming two other sub-committees, an External Relations Committee and an International Committee. These sub-committees would develop recommendations for SEG and would also be asked to consider various issues referred to it by SEG. Professor Armstrong advised that he would be chairing the Learning and Teaching Committee of SEG and that the membership would comprise, among others, senior faculty representatives. The Group noted that eLearning would be considered within the context of this new Committee. It was agreed that with this in mind it was an opportune time to examine the current function and structure of the eLearning Governance Group.

In response to some concerns raised about whether Senior Faculty representatives on the Learning and Teaching Committee of SEG would be experienced enough in eLearning to be able to discuss these issues effectively, the Chair advised that by reporting directly to SEG there was a University-wide consultation, endorsement and approval process taking place whilst still ensuring that there was no loss of expertise. It was also noted that the Work Slate Project focusing on eLearning would have an operational focus as well as a University-wide oversight on eLearning issues.

Resolution 2/09

The eLearning Governance Group noted the Chair's report.

5. Final Report- Learning and Teaching Streaming Services Project 2007-2008

Associate Professor Ellis spoke to the Learning and Teaching Streaming Service Project report, advising that streaming requirements had begun in 2005 and that in 2007 enterprise funding for streaming and the technical complexity was the major challenge. Throughout 2007 the focus had been on establishing the technology infrastructure and only then could faculties be asked what they believed a sustainable support system was. Throughout the process the aim was to get teacher and student feedback on the use of streaming; students reported that they used the recordings and lecture notes to review prior to exams and assessments. In semester 2 2008 there was 98,000 requests/hits from students accessing data. Teachers reported that there was little change to their approach to teaching when being streamed and there was more time during lectures and more student/teacher interaction.

The Group noted that the key challenge for the coming years was ensuring that there were guidelines for the use of streaming for teachers in each faculty and that teachers were assisted in linking learning outcomes to the use of the virtual and physical infrastructure.

Members congratulated Associate Professor Ellis on the report and asked whether downloads were accessed by students at a certain time of day and whether there was a certain category of student that was accessing the information more than the rest eg. International students. Associate Professor Ellis advised that this information was not currently available but that students were downloading the information in visual and audio format.

Resolution 3/09

The eLearning Governance Group noted the report on Learning and Teaching Streaming Services Project 2007-2008.

6. Student Portal

See Item 7 below.

Resolution 4/09

The eLearning Governance Group noted the report on the Student Portal.

7. ePortfolios

Associate Professor Ellis reported that there was still no general consensus amongst faculties over the functionality required for the ePortfolio. In terms of sustainability, it had come down to two possible software suppliers, "Desire to Learn" and "Pebble Pad". The ePortfolio needed to last between 5-15 years and be student-centric. Unlike WebCT information which shuts off after the end of semester, the ePortfolio depending on policy, could allow students to access information after graduation. Student trials in 2009 and the work of faculties in 2008 would go towards determining product selection. It was noted that there needed to be a focus on the pedagogical outcomes of the use of the ePortfolio in addition to the technical functionality and that whichever model was decided upon it needed to be accessible and sustainable

Resolution 5/09

The eLearning Governance Group noted the report on ePortfolios.

8. Any other business

There was no other business.