



eLearning Governance Group

1.00p.m. – 2.00p.m.
Thursday 20th July 2006
Main Quad Meeting Room

Membership:

Prof. Judyth Sachs (Chair), Pro Vice-Chancellor (Teaching and Learning)	Mr Robert Mackinnon Chief Information Officer
Assoc Prof Rob Ellis, Director eLearning	Assoc Prof Mary Peat, CST Academic Director, ICT in T&L
Ms Anne Forster, Manager Special Projects	Mr John Shipp University Librarian
Dr Nerida Jarkey, CHASS Academic Director, ICT in T&L	Assoc Prof Bruce Sutton Chair Academic Board

Apologies:

Assoc Prof Rob Ellis
Dr Nerida Jarkey

Minutes

- 1. Minutes of the Meeting of 18th May 2006** **Adopted**
- 2. Business Arising from the Minutes**
 - The PVC (Learning and Teaching) and the University Librarian are working to ensure that a strong, synergistic partnership develops between USyd eLearning and the University Library
 - The PVC (Learning and Teaching) and the University Librarian will be making a presentation to the Provost's meeting in August on developments in eLearning following the eLearning Review
- 3. Report of the Pro Vice-Chancellor (Learning and Teaching)**
 - The PVC reported that the eLearning MRG had completed its business and that any unfinished business and relevant membership would transfer to the eLearning Governance Group
 - In this context membership of the Governance Group was reviewed by the Group and it was decided to request the following members of staff to join the Governance Group:
 - Assoc Prof Mark Freeman
 - Assoc Prof Mary Peat
 - Assoc Prof Chris Roberts
 - Dr Chris Bird
 - Ms Su Hanfling
 - Dr Nerida Jarkey **Adopted**
 - The Governance Group also reviewed its Terms of Reference and decided:

- To remove mention of the Vice-Chancellor to enable advice to multiple people and committees
- Add standards, management and inter-operability to No. 2
- Add technical support and the quality of learning objects to No. 3
- Add learning and research to No. 4
- Add the coordination of financial and human resources required to support learning and research across the University
- To merge No. 6 with the introductory paragraph
- Add a new No. 6 relating to policy development and academic support in a technology rich environment

Adopted

4. Priorities for USyd eLearning emerging from the 2006 Review of eLearning: tabled paper by Assoc Prof Ellis

Discussion included the following issues:

- The Provost needs to be given quick, achievable actions e.g. the development of benchmarks and standards for every course (currently in existence for Pharmacy and Veterinary Science); we also need to make the decision to move towards a common platform
- We are still in our infancy – we need to maintain the focus on projects which have assisted cultural change (change from the bottom up and outwards). Assoc Prof Peat had developed a roadmap for Sciences and Technology to move from Mode 1 to 3. Assoc Prof Peat will bring this to the next meeting of the Governance Group. **Adopted**
- We need to maintain the coordination previously provided by the Academic Directors – there are 3 P/T positions in the Budget
- Academic workload remains an issue – can we use the internships model of Economics and Business; hiring senior undergraduate students to work in elearning and the Access Labs?
- Patchiness of the elearning presence – due to the focus on UoS. We need to coordinate at the level of program to achieve things like the coordination of assessment timetables
- The Review is just one tool, additional evaluation input is required
- There is a vacuum of strategic planning around the shared services model and the capability and readiness of staff. Ms Forster to provide a URL to the EQO Quality Portal <http://www.eqo.info/> **Adopted**
- It was noted that eLearning went beyond USyd eLearning – we need to be more inclusive

5. WebCT Upgrade: verbal report by Mr Robert Mackinnon

The current version of WebCT is no longer supported and hence the WebCT Upgrade is a priority project with a cutover to the new version planned for February 2007. The servers and software have been ordered and are expected Aug/Sept which will allow staff time to familiarise with the new version. USyd eLearning will be responsible for the transfer of existing websites and learning objects into the new system.

The budget for the WebCT Upgrade has actually gone down due to the decision of the University to lease servers and place software costs into an overhead account.

Ms Karen Davies kdavies@usyd.edu.au is the Project Manager and is a member of the ETC.

6. Any other business

Prof Bruce King, Director of the Flexible Learning Centre at the University of South Australia will be visiting the University and is interested in seeing how students use our wireless sites. It was recommended that Ms Forster take him to:

- The Coffee Shop in the Wilkinson Building
- The Coffee Shop in Manning House
- Engineering Building – the public space between the Library and the café
- The Learning Commons in Fisher Library and the Coffee Cart outside Fisher
- Front lawns and Main Quad
- Access Centres

7. Next Meeting

The next meeting of the eLearning Governance Group is scheduled for Thursday 14th September from 1.00-2.00p.m. in the Main Quad Meeting Room. A light lunch will be provided.