

# May 2013

Learning Technology Development Council (LTDC)

Meeting Minutes: Green Bay

Date: 5.20.13

Attending: April Pierson, Cari Mathwig Ramseier, James Jorstad, Jamison Patrick, Jennifer Hendryx, Jessica Franson, Joanne Dolan, John Thomson, Kerry Huberty, Kirstin Koepke, Lisa Landgraf, Margaret Immendorf, Mary Mielke, Patricia Eaton, Tanya Jooston, Mary Ellis

Agenda/Notes:

- 1) April F2F meeting minutes approved
- 2) Following a Doodle poll the LTDC meetings were changed to the 2nd Thursday of every month from 10am to 11am. This will start in June.
- 3) System Updates: There was discussion on the need for system updates during the monthly meetings. It was suggested that the updates were important for our positions on campus, but perhaps another way of relaying the information could be considered. While there were concerns that a text-based update may be too time-intensive for Lorna, a suggestion was a screen cast of the update.
- 4) Campus Updates: Following the updates presented at the April F2F meeting, it was suggested that each month 2-3 campuses present a short update of their campus initiatives. The possibility of recording these as screen cast was also suggested.
- 5) What are our needs? What does the LTDC mean to us, what do we need from the meetings? Members suggested that sharing and collaboration were primary goals of the meeting. Once our needs are more clarified, we will then be able to discuss tools with more direction. It was suggested that the meeting should remain a discussion and that participation should be a goal.
- 6) What tools do we need for communication? There was significant concern about the Wiki and its lack of use and usability. Similarly it was felt that there was confusion surrounding all of communication tools being used by the team. A number of tools were suggested and some requests included participatory, social, notification options and appropriate organization capabilities. Ultimately it was decided to create a survey to poll what tools the team is already using, and which would meet the needs of the group. It was suggested that once the options are narrowed down, that some are presented as a mock-up so we could see the potential.

7) Other: Goals of the LTDC should continue to be pursued, including an orientation for new members, mentorship within the group and updating the LTDC handbook. The group should also focus on the promotion of the LTDC and our mission to our campuses.

8) Next Meeting: LTDC meets every 2nd Thursday of every month from 10am to 11am via Bb Collaborate. Next meeting is on June 13th.