



Archibald Bush Foundation



ENHANCING STUDENT LEARNING THROUGH INNOVATIVE TEACHING AND TECHNOLOGY STRATEGIES:
ENGAGING STUDENTS BY TEACHING TO MULTIPLE LEARNING STYLES

BUSH GRANT PARTICIPANT(2006-2007)

ITCORE GROUP

YEAR 2	YEAR3
Engin Sungur, Campus Coordinator, Professor of Statistics, Director of Faculty Center for Learning and Teaching	Engin Sungur, Campus Coordinator, Professor of Statistics, Director of Faculty Center for Learning and Teaching
Katherine Benson, Associate Professor of Psychology, Chair of UMM Assessment of Student Learning Committee	Katherine Benson, Associate Professor of Psychology, Chair of UMM Assessment of Student Learning Committee
Paul Myers, Associate Professor of Biology	Paul Myers, Associate Professor of Biology
Pam Gades, Instructional Technology Specialist, Computing Services	Pam Gades, Instructional Technology Specialist, Computing Services
Karen Cusey, GenEdWeb Program Coordinator	Karen Cusey, GenEdWeb Program Coordinator
Pam Solvie, Assistant Professor of Elementary Education	Pam Solvie, Assistant Professor of Elementary Education
Roger Boleman, Director of Media services	Roger Boleman, Director of Media services
Molly Kloek, Student, Project Manager	Brady Alsaker, Student, Project Manager

CONSULTING GROUP

Molly Kloek, Student, Project Manager
Pam Gades, Instructional Technology Specialist, Computing Services
Karen Cusey, GenEdWeb Program Coordinator
Nic McPhee, Associate Professor of Computer Science
Pam Solvie, Assistant Professor of Elementary Education
Kristin Lamberty, Associate Professor of Computer Science

PROJECT PARTICIPANTS

Tammy Berberi, Assistant Professor of French
Viktor Berberi, Assistant Professor of Italian
Carol Marxen, Associate Professor of Elementary Education
Jeffrey Ratliff-Crain, Associate Professor of Psychology
Byungik Kahng, Assistant Professor of Mathematics
Jimmy Schryver, Assistant Professor of Art History
Ted Pappenfus, Assistant Professor of Chemistry
Nancy Carpenter, Associate Professor of Chemistry
Pam Solvie, Assistant Professor of Elementary Education
Greg Thorson, Associate Professor of Political Science
Bert Ahern, Professor of History
Pam Gades, Instructional Technology Specialist, Computing Services
Karen Cusey, GenEdWeb Program Coordinator

NOTE: *Instead of five, ten projects have been supported.*

STUDENTS

Molly Kloek, Project Manager
Trent Wold
Matt Helgeson
Brady Alsaker
Emily Schwieger

ADMINISTRATION

Engin Sungur, Campus Coordinator, Director of Faculty Center for Learning and Teaching
Linda Pederson, Faculty Center for Learning and Teaching, Secretarial Support

BUSH IccIT Event

November 7, 2006

E-mail Invitation

Dear Bush Grant Participants:

You are cordially invited to a lunch meeting on Tuesday, November 7, 12:00 - 1:45 PM in the Cougar Room. The details are in the attached PDF file. Your presence is appreciated.

Why should you consider attending?

- (i) Lunch,
 - (ii) Breeze Live Presentation that will involve all four campuses,
 - (iii) Hearing what other campuses are doing, advertising UMM, networking with others on IT.
- Please RSVP by Friday, October 27 to Linda at the Faculty Center.

_____ yes, I will attend

_____ no, I am unable to attend

Bush IccIT BREEZE LIVE Event
“Inter-Campus Conversations on Innovative Teaching”
November 7, 2006
Location: Cougar Room

Attendance

1. Minh Vo
2. Nancy Carpenter
3. Byungik Kahng
4. Ted Pappenfus
5. James Schyrver
6. Katherine Benson
7. Paul Myers
8. Roger Boleman
9. Pam Gades
10. Karen Cusey
11. Tom Johnson
12. Kristin Lamberty
13. Michelle Page
14. Brady Alsaker
15. Linda Pederson
16. Engin Sungur
17. Judy Kuechle
18. Jenny Nellis
19. Dave Loewi
20. David Savela
21. Seung Ho-Joo
22. Jim Togeas
23. Mary Elizabeth Bezanson
24. Peh Ng
25. Jon Anderson
26. Ron Rosen



Inter-Campus Conversations on Innovative Teaching

BUSH FOUNDATION

GRANT YEAR 2

November 7, 2006

12:00-13:45

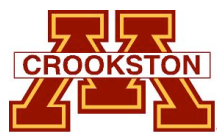
Crookston, Duluth, Morris,
Minneapolis



Duluth Campus
KPlz 173



Morris Campus
Cougar Room
Student Center



Crookston Campus
104 Hill Hall



TC Campus
101 Walter Library
East Bank

These conversations on innovative teaching aim to enhance and promote collaboration among the University of Minnesota campuses. They will provide an opportunity for the various campuses working on the Bush Foundation Grant to share their experiences focusing on enhancing student learning through innovative teaching and technology strategies.

We will use Breeze LIVE[□] to present this event from the Morris Campus. The link for this event is: <https://breeze5.umn.edu/iccit110706/>

Schedule

- | | |
|---------------|--|
| 12:00 - 12:45 | Lunch |
| 12:45 - 12:55 | Welcome and Introduction, Logistics of the Event , David Langley, Director, Center for Teaching and Learning, UMTC
Bush Foundation Grant: Enhancing Student Learning Through Innovative Teaching and Technology Strategies , Carol Carrier, Vice President of Human Resources, UMTC |
| 12:55 - 1:05 | Today's College Students: A Video Presentation
Introduction of Presenters , Pamela Gades, Instructional Technology Specialist, Computing Services, UMM |
| 1:05 - 1:15 | Technology for the Interactive Chemistry Classrooms , Nancy Carpenter, Associate Professor, Ted Pappenfus, Assistant professor, UMM |
| 1:15 - 1:25 | Hotel, Restaurant, & Institutional Situationals , Ken Myers, Associate Professor, Business Department, UMC |
| 1:25 - 1:35 | Comparing Metacognitive Learning Strategies Among Undergraduate Students in Face-to-Face and WebCT Online Delivered Sport Psychology Courses , Duane Millslagle, Associate Professor, Health, Physical Education and Recreation, UMD |

□ Connecting to a Breeze Live Meeting

Breeze Meeting is a Web conferencing tool that facilitates online collaborations by sharing graphics, PowerPoint presentations, live audio and video, and interactions using text chat, whiteboard, and polling.

To participate in a Breeze meeting, you will need an Internet browser enabled with the Macromedia Flash Player 6 or later. To confirm that your computer is ready to connect to a Breeze meeting, please visit the following test:

https://breeze5.umn.edu/common/help/en/support/meeting_test.htm .

If you experience any difficulties with this test please contact Breeze Support at breeze@umn.edu.

This Breeze meeting will include live audio and video. You will need headphones or speakers to listen to the broadcasted audio. Questions from Breeze participants during the meeting will be taken through text chat. Presenters in the meeting will then verbally respond to participant questions.

Technical assistance will be available through text chat if you experience difficulties once you are in the Breeze meeting. If you cannot access the Breeze meeting, technical assistance will be available by sending an email to Breeze Support at breeze@umn.edu.

ORGANIZERS: Roger Boleman, Lance Cunningham, Pamela Gades, Kellie Greaves, Marilyn Grave, Hope Johnson, Linda Jorn, David Langley, David Loewi, Engin Sungur, Bilin Tsai, Dave Wehner

1:35 - 1:45

2 Sections, 2 Methods, and 600 Biology Students, Sehoya Cotner, Teaching Assistant
Professor, General Biology Program, UMTC

Fall Faculty Retreat 2006

August 21-22, 2006 – Fall Faculty Retreat



Archibald Bush Foundation

University of Minnesota Morris Fall Faculty Retreat
Arrowwood Resort & Conference Center, Alexandria, Minnesota
August 21-22



Day One, Monday, August 21 (11:00 am to 4:30 pm)

ENHANCING OUR ACADEMIC ENVIRONMENT

LOOKING AHEAD

Time	Session			Organizers
11:00-12:00	Arrival at Arrowwood Retreat registration (<i>by Lake Miltona room</i>), (Room check-in, rooms available at 4 pm.)			Linda Pederson
12:00-1:00	Lunch (<i>Lake Minnewaska room</i>) Organizer-Facilitator Meetings Over Lunch			
1:00-1:10	Welcome and Introductory Remarks (<i>Lake Osakis room</i>), Judy Kuechle, Dean			Pareena
1:10-1:30	Becoming a Public Honors College (<i>Lake Osakis room</i>), Facilitators: Andy Lopez, Pareena Lawrence, student			Lawrence,
1:30-2:30	Academic Leadership Panel (<i>Lake Osakis room</i>): Strategic Positioning: What has Happened and What is Next. Michael Korth, Judy Kuechle, Jooinn Lee, Andy Lopez, Thomas McRoberts, Jennifred Nellis, Gwen Rudney			Economics
2:30-2:45	Break (<i>Lake Osakis room</i>)			
2:45-4:00	Parallel Sessions			Bert Ahern, History
	Expanding International Programs: Opportunities and Challenges Facilitators: Thomas McRoberts, Pam Solvie, Sarah Buchanan (<i>Lake Miltona room A</i>)	Research and Scholarly Work Facilitators: Van Gooch, Stacey Parker Aronson (<i>Lake Miltona room B</i>)	Advising/Retention/Enrollment Facilitators: Leslie Meek, Paula O'Loughlin, Brenda Boever, James Morales, Jamie Moquin (<i>Lake Miltona room C</i>)	
4:00-4:30	Reporting (<i>Lake Osakis room</i>)			
4:30-5:30	Getting into Rooms/Free Time			
5:30-6:30	Musical Entertainment: Homemade Jam- Carol Ford (<i>Lake Nokomis room</i>)			
6:30	Dinner & Social Hour (<i>Lake Minnewaska room</i>)			
8:00	Bonfire (<i>by Deck Bar</i>)			

Day Two, Tuesday, August 22 (8:30 am to 4:30 am)

INNOVATIVE LEARNING/TEACHING

Time	Session					Organizer
8:30-9:30	Breakfast (Lake Minnewaska room) Organizer-Facilitator Meetings Over Breakfast					
9:30-10:30	Parallel Sessions					Pam Gades, Computing Services Karen Cusey, Continuing Education
	State of Technology Enhanced Learning (TEL) at UMM Facilitators: Peter Bremer, Matt Conner, Pam Gades, Roger Boleman, Karen Cusey (Lake Osakis room)		Research in Learning/Teaching			
			Reflection Logs for Research in Science (BLOGS) Facilitator: Paul Myers (Lake Miltona room A)			
10:30-10:45	Break (Lake Osakis room)					
10:45-11:45	Parallel Sessions					
	Content Delivery		Diversity	Interaction/Communication		
10:45-11:15	Concept Maps Facilitators: Pam Solvie, Engin Sungur (Lake Miltona C)		Advocating Diversity: Disabled Students in Our Classrooms Facilitator: Tammy Berberi (Lake Miltona B)	Clickers and Wikis: New Opportunities for Student Participation Through Technology Facilitator: Greg Thorson (Lake Miltona A)	Dynamic Web Page Teaching Tools Facilitators: Elena Machkasova, Nic McPhee (Lake Osakis)	Roger Boleman, Media Services
11:15-11:45	Computer Modeling of Materials in Physics Facilitator: Sylke Boyd (Lake Miltona C)	Using Mathematica on Teaching Calculus to Diverse Learners Facilitator: Byungik Kahng (Lake Miltona B)				
12:00-1:00	Lunch (Minnewaska room) Organizer-Facilitator Meetings Over Lunch (1:00 Extended check-out time)					

CURRENT ISSUES FOR ACADEMIC YEAR 2006-2007

1:00-1:45	Issues for 2006-07 Academic year (<i>Lake Osakis</i>) Comments from committee chairs: Campus Resources and Planning, Curriculum, Scholastic, Student Affairs, Faculty Development, Faculty Affairs, Academic Support Services	Pam Solvie, Education
1:45-2:45	Assessing Student Learning (<i>Lake Osakis</i>), Facilitator: James Togeas	David Roberts, Mathematics
2:45-3:00	Break (<i>Lake Osakis room</i>)	
3:00-3:45	Small Group Sessions on Issues	

	Shared Governance at UMM Facilitators: Paula O'Loughlin Gordon McIntosh <i>(Lake Miltona A)</i>	Assessment/Evaluation Process of Faculty Opinion Facilitator: Engin Sungur <i>(Lake Miltona B)</i>	Documenting Teaching and Learning Facilitator: Michelle Page <i>(Lake Miltona C)</i>	Technology Enhanced Advising (TEA) Facilitator: Clare Strand, Brenda Boever, Jennifer Goodnough <i>(Lake Osakis)</i>	
3:45-4:15	Reporting (Lake Osakis room)				
4:15-4:30	Concluding Remarks/Evaluations (Lake Osakis room), Judy Kuechle, Dean				

2006 Fall Faculty Retreat Roster
Arrowwood Resort & Conference Center
August 21-22
72 Attending

Ahern, Bert	History	_ Loewi, Lyn Hubler	Music
Alia, Joseph	Chemistry	Lopez, Andy	Computer Science
Anderson, Jon	Mathematics	Lopez, Dian	Computer Science
Aronson, Stacey Parker	Spanish	Machkasova, Elena	Computer Science
Benson, Katherine	Psychology	Manolis, Argie	English/Service Learning Coordinator
Berberi, Tammy	French, LTC	McIntosh, Gordon	Physics
Berberi, Viktor	Italian, LTC	McPhee, Nic	Computer Science
Bezanson, Mary Elizabeth	Speech Communication	McQuarrie, Barry	Mathematics
Boever, Brenda	Advising	McRoberts, Thomas	Center for Small Towns/International Programs
Boleman, Roger	Media Services	Meek, Leslie	Psychology
Borchardt, Edith	German	Moquin, Jamie	Admissions & Financial Aid
Boyd, Sylke	Physics	Morales, James	Admissions & Financial Aid
Bremer, Peter	Rodney A. Briggs Library	_ Miller, Brook	English
Bremer, Siobhan	Theatre	Myers, Paul	Biology
Buchanan, Sarah	French	Nellis, Jenny	Art Studio, Chr Humanities
Cole, Christopher	Biology	Ng, Peh	Mathematics
Conner, Matt	Rodney A. Briggs Library	O'Loughlin, Paula	Political Science
Cusey, Karen	GenEd	Olson-Loy, Sandy	Student Affairs
Eble, Michael	Studio Art	Page, Michelle	Education
Finzel, Bart	Economics & Management	Payne, Tap	Theatre
Gades, Pam	Computer Services	Pederson, Linda	Faculty Center
_ Gao, Jinzhu	Computer Science	Richards, Jean	Music
_ Johnson, Jacqueline	Chancellor	Roberts, David	Mathematics
Gooch, Van	Biology	Rothchild, Jennifer	Sociology
Goodnough, Jennifer	Chemistry	Rudney, Gwen	Education
_ Greenwood, Jacqueline	Psychology	Ryan, Marynel	Social Science
Hodgson, Ken	Music	_ Schmidgall, Penny	Speech Communication
_ Holden, John	Psychology	_ Seggelke, Martin	Music
Hu, Hsing Wen	Education	Solvie, Pam	Education
Kahng, Byungik	Mathematics	Strand, Clare	Registrar's Office
Korth, Michael	Physic, Chr Sci & Math	Stewart, Dennis	Psychology
Kuechle, Judy	Interim Dean, Education, Chr Education	Sungur, Engin	FCLT Director, Statistics

Lawrence, Pareena	Economics & Management	Thorson, Greg	Political Science
Lee, Jooinn	Political Science, Chr Social Science	Togeas, Jim	Chemistry
Li, Xiaosheng	Mathematics	_ Vanderheyden, Joel	Music
Loewi, David	Computing Services/FYS	Wyckoff, Peter	Biology

_ Indicates new faculty

Assessment Workshop

June 20, 2006

The email invitation for the June 20th Workshop on Assessment

What: Workshop for Bush IT grant

When: Tuesday, June 20, 1pm-4pm

Who: Consulting group, Core group, Project participants

Where: Science 3610

This is a reminder that the Bush Grant Consulting Group will host a workshop for all Bush Grant Participants on Tuesday, June 20 (next week). We plan to facilitate some great conversations about assessment of student learning and assessment of the success of each and every one of the projects. We'll start out by sharing some of our own experiences and asking you to share some of your experiences with assessment strategies that have been successful or not so successful. We'll see a couple of very brief video clips about different kinds of assessment and talk about the presentation. We'll wrap up with a small groups breakout session to discuss some concrete ideas for your projects. You will leave with ideas you can apply to your own project and you will get cookies!

We hope to see you there,
Kristin Lamberty on behalf of the consulting group



Bush Innovative Teaching Grant

**Workshop on Assessment
Tuesday, June 20, 2006, 1-4pm
Science 3610**

A G E N D A

Outcomes:

- Better understanding of formative and summative assessment and student learning
- Ideas for how to use formative and summative assessment in this year's projects
- Knowledge of a wide variety of models for assessment (including how to use technologies for some of these types of assessment and where to find more information (including the UMMTEL website).
- When to assess
- How to use assessment results
- Confidence/motivation to seek outside input for the projects

1. 1-1:02pm Welcome!

2. 1:02 -1:55pm: What do we already know about assessment? Here, we will focus on the why/how/when of how we assess student learning

- a. Brief review of results from our survey at the May 16th meeting (pizza meeting)
- b. Sharing strategies for assessing student learning we have used that were successful or not so successful

- c. Using the personal response system (PRS/clickers) to get an idea for whether we felt the strategies presented were formative or summative
- 3. 1:55-2:05pm: Break (stretching/relaxing break)
- 4. 2:05-2:55pm: What more do we want to know about assessment? Here we will watch a couple of short video clips about assessment and discuss them in small groups.
- 5. 2:55-3:10pm: Break (**Cookies**, as promised. ☺)
- 6. 3:10-3:50pm: How can we apply these ideas about assessment to the projects?
 - a. Short transition between assessing student learning and assessing the success of the projects.
 - b. In small groups, use guiding questions to discuss the projects in terms of assessment.
- 7. 3:50-4pm: Time to reflect and wind down while you write down (at least) one way that you will assess the effectiveness of your project. We will be available to help. You may want to use this for your next reflection log.

Assessment Of and For Learning

Formative

Summative

How will you diagnose student learning?

How will you verify student learning?

What is your role here?

What is your role here?

What is the goal of formative assessment?

What is the goal of summative assessment?

1. *What is the difference between checklists, scoring guides, and rubrics? Are they examples of formative or summative assessments?*
2. *What has been your experience in the use of these tools? What would you recommend to others in creating and using these tools?*
3. *How effective have they been in providing feedback to students?*
4. *How effective have they been in assessing student learning and guiding teaching decisions?*

Guiding questions to focus on assessing the success of the project

1. What do you want students to gain from the intervention you propose?

2. How will you know whether your project has been successful at achieving this goal?

3. What assessment tools or strategies might you use to determine success?

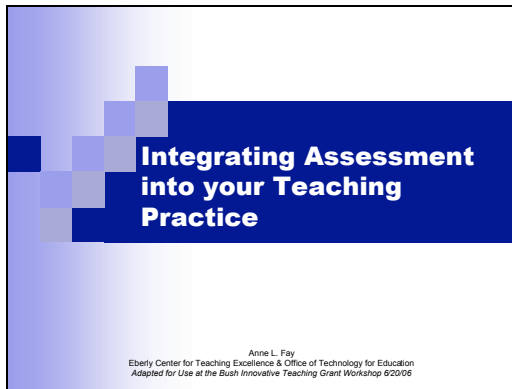
4. (Please answer this question on the triplicate form provided)

What is at least one realistic way that you will assess the effectiveness of your project?

Assessment Workshop

June 20, 2006

(Slide Presentation, Pam Solvie)



Slide 1

Selecting assessment techniques

- Decide
 - What** you want to learn about your students' knowledge, skills, beliefs, etc.
 - Which assessment technique will provide the feedback &
- Explain
 - Why** (i.e., collecting information to support their learning)
 - How** (procedure, how to use rubric, feedback sheet, etc)

Created by Anne L. Fay
Eberly Center for Teaching Excellence & Office of Technology for Education
Adapted for Use at the Bush Innovative Teaching Grant Workshop 6/20/06

Slide 2

Classroom Assessment Techniques*

- Recall, understanding, strategic knowledge
 - Concept Maps
 - Minute papers
 - Muddiest Point
- Synthesis and creative thinking
 - Concept Maps
 - RSQC2 (Recall, Summarize, Question, Connect, Comment)
 - One-sentence Summary
- Application and Performance
 - Application Cards
 - Directed Paraphrasing
 - Primary Trait Analysis

*Angelo, T.A. & Cross, K.P. 1993. Classroom assessment techniques, 2nd Ed. San Francisco: Jossey-Bass
Created by Anne L. Fay
Eberly Center for Teaching Excellence & Office of Technology for Education
Adapted for Use at the Bush Innovative Teaching Grant Workshop 6/20/06

Slide 3

Concept maps

- Choose the mapping task that will provide the feedback you want
- Present & Implement
 - Idea: Students create maps on transparencies**
- Make student reasoning public
 - Select a few sample cases (browse during implementation)
 - Present to the class for discussion, evaluation, etc
- Evaluate the feedback to guide instruction
 - What links or concepts are frequently missing, mislabeled, or incorrect?
 - Probe, present, make explicit the missing or erroneous ideas

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Slide 4

RSQC2

<ul style="list-style-type: none"> Leave about 10 minutes Recall & rank order most important ideas (2 min) Summarize the points into single sentence (3 min) Major question they want answered (2 min) Explain how the material connects to course goal, unit objective, previous material, etc 	<ul style="list-style-type: none"> Recall _____ Summarize _____ Question _____ Connect _____
--	--

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Slide 5

Variations on RSQC2

- Minute paper -
 - Integrates the recall, summarize and question into a 1 minute 'paper' at the end/beginning of class.
 - Eg., what were the most important points you learned and what questions do you still have?
- Muddiest Point
 - At the end of class, students list and submit the 'muddiest' points
 - E.g., what concepts or procedures are unclear or difficult for you?

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Slide 6

Analyze & Share the Feedback

- Analyze
 - **Sort, categorize the points**
 - Are there frequently mentioned concepts?
 - Are students focusing on details & missing big picture?
 - Do students see the connections to other material, goals, etc
 - Where is more instruction, guidance, discussion needed?
- Share
 - **List frequently mentioned concepts**
 - **Present range of summaries, connections**
 - **Discuss, evaluate, clarify, reorganize**

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Slide 7

Responding to the Feedback

- Identify the problem
 - **E.g., Can't see the forest for the trees**
- Generate possible actions
 - **Make goals and connections explicit & revisit often**
 - **Insert questioning about relationships, themes, etc**

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Slide 8

Application Cards

- Purpose
 - **Assesses students' ability to recognize the potential applications of what they have learned**
 - Assesses deep understanding of the concepts, skills
 - Assesses the ability to transfer their knowledge
 - Helps students see and think about relevance of the material

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Slide 9

Procedure

- Identify the important and applicable material
 - **Theory, principle, procedure, etc**
- Decide how many & how much time.
- Clearly describe the task, emphasizing 'new' applications.
 - **Students use index cards or uniform sheets**
 - Uniform response sheets make it easier to scan & sort responses
- Collect responses & analyze
 - **Sample & discuss in current class**
 - **Collect, analyze, present, & discuss in next class**

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Slide 10

Directed Paraphrasing

- Purpose
 - **Assesses ability to evaluate, summarize & restate important concepts**
 - **Assesses how well students have understood concepts**
 - **Assesses students ability to translate their learning into a form that would be usable outside of the classroom**

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Slide 11

Procedure

- **Select concept, theory, argument, etc**
 - Should have depth
 - Should have broad implications
- **Select the audience to fit your purpose**
 - Uninformed but educated (e.g., peer not in your class)
 - Uninformed and uneducated (e.g., young child)
 - Informed with no prior bias or strong bias (e.g., member of opposing political party)
- **Select the nature of the task**
 - Written (e.g., letter to your congressman)
 - Oral (e.g., presentation to 4th graders)
- **Set the limits**
 - Time or word limit
 - Use of props (diagrams, graphs, costumes, etc)

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Slide 12

Implement & Collect Feedback

- Criteria for Rating
 - Accuracy of information
 - Appropriateness for Audience
 - Effectiveness in fulfilling it's purpose
- Share Feedback
 - Share varied samples & explain rating
 - Have class rate and discuss rating
 - Solicit ideas on how to improve
- Respond
 - Re-address material if there are inaccuracies
 - Discuss techniques, strategies for thinking about the audience
 - Have students revise and resubmit
 - Can write comment on how they would change it

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Slide 13

Primary Trait Assessment

- Purpose
 - Provides more precise feedback on the strengths and weaknesses in individual & group projects, papers, performances, etc.
- Procedure
 - Develop a rubric for your assessment
 - Categories or dimensions of performance
 - Scale for different qualities of performance
 - Create a Score Sheet for the assessment
 - Record the score for each component of the assessment task
 - Record the total score
 - Compute the mean score (or mean percentage) for each component across all students

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Slide 14

Primary Trait Analysis

	Student 1	Student 2	Student 3	Student 4	Total/mean
Introduction/thesis (5pt)	4	1	5	5	15 (3.75)
Quality of evidence (5 pt)	3	4	3	5	15 (3.75)
Coherence of argument (5pt)	1	2	2	2	7 (1.75)
Impact on reader/persuasiveness	2	3	2	4	11 (2.75)
Grade	10	10	12	16	

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Slide 15

- Analyze Feedback
 - Evaluate the class performance by category
 - In what skills, aspects are students strong?
 - In what skills, aspects are students weak?
 - Select varied examples
 - High vs medium vs low performance on a category
- Share Feedback
 - Provide students with summary sheet with their composite scores
 - Present varied examples
 - Discuss what makes one performance good vs. not so good
- Respond
 - Individually or in pairs, rework a poor performance
 - Share reworked examples
 - Make the criteria explicit

Created by Anne L. Fay
Elmly Center for Teaching Excellence & Office of Technology for Education
Adapted for Use at the Bush Innovative Teaching Grant Workshop 6 /2006

Slide 16

Bush Assessment Workshop

June 20, 2006
Science 3610
1:00 – 4:00 PM

Attendance – please sign in (18 attended, 7 absent)

✓	Ahern, Bert
✓	Alsaker, Brady
	Benson, Katherine
✓	Berberi, Tammy
✓	Berberi, Viktor
	Boleman, Roger
	Carpenter, Nancy
✓	Cusey, Karen
✓	Gades, Pam
✓	Helgeson, Matt
	Kahng, Byungik
✓	Kloek, Molly
	Lamberty, Kristin
	Marxen, Carol
✓	McPhee, Nic

_____	Myers Paul
✓_____	Page, Michelle
✓_____	Pappenfus, Ted
✓_____	Pederson, Linda
✓_____	Ratliff-Crain, Jeff
✓_____	Schyver, Jimmy
✓_____	Solvie, Pam
_____	Sungur, Engin
✓_____	Thorson, Greg
✓_____	Wold, Trent



Bush Innovative Teaching Grant

Projects Meeting

*May 16, 2006
12:00 Noon to 2:00 pm
Science 2555/2530*

A G E N D A

LUNCH/SCIENCE 2555:

- I. Welcome and Introductions (Pam Gades)
- II. The Bush Innovative Teaching Grant (Engin Sungur)
- III. Learning Styles and Assessment / June Workshop (Pam Solvie)
- IV. The Grant Projects (grant recipients give a brief overview of their projects)

***** 10-Minute BREAK *****

RE-GROUP IN SCIENCE 2530 COMPUTING LAB:

- V. Attendees log into Breeze Meeting:

<http://breeze5.umn.edu/itprojects>

- VI. Resources Available (Pam Gades and Molly Kloeck) - Handouts: Resources & Teams
- VII. Project Planners (handout)
- VIII. Breeze Survey on Assessment
- IX. Wrap-up



Bush Innovative Teaching Grant

Resources

Bush IT Grant Office – Campus Mail: FCLT – East Annex

Science 3625: Bush Innovative Teaching Grant
(Molly Kloek, Pam Gades: by appointment)
Phone: 6933
Email: ummtel@umn.edu, pam@morris.umn.edu
AIM & UMChat(Jabber): ummtel, pamgades
MSN: ummtel@umn.edu, pam@morris.umn.edu

UMCal – University-wide Calendaring System

Members only 2006-07 UMCal groups:

ITConsult

ITCore

ITProjects (everyone: faculty participants, ITCore, ITConsult, Engin Sungur, and Linda Pederson)

UMCal Support Page at UMM: <http://www.morris.umn.edu/cs/umcal>

UMM Bush Grant TEL Web Site

<http://www.morris.umn.edu/TEL>

UMMTEL Wiki Site

<https://wiki.umn.edu/twiki/bin/view/UMMTEL/WebHome>

Email lists (2006-07):

ITProjects@lists.umn.edu (everyone: faculty participants, Consulting Group, Core members, Engin Sungur, and Linda Pederson)

ITConsult@lists.umn.edu (IT Consulting Group)

ITCore@lists.umn.edu (IT Core Group)

Bush Grant Participants 2006

2006 Project Participants

Bert Ahern, ahernwh@morris.umn.edu, 6188
Tammy Berberi, berberit@morris.umn.edu, 6284,6252
Viktor Berberi, berberiv@morris.umn.edu, 6252,6032
Nancy Carpenter, carpenne@morris.umn.edu, 6337
Byungik Kahng, kahng@morris.umn.edu, 6317
Carol Marxen, marxence@morris.umn.edu, 6417
Ted Pappenfus, pappe001@morris.umn.edu, 6340
Jeff Ratliff-Crain, ratliffj@morris.umn.edu, 6204
Jimmy Schyver, schyver@morris.umn.edu, 6230
Pam Solvie, psolvie@morris.umn.edu, 6403
Greg Thorson, gthorson@morris.umn.edu, 6208

2006 Core Group

Katherine Benson, bensonka@morris.umn.edu, 6211
Roger Boleman, bolemarp@morris.umn.edu, 6157
Karen Cusey, cuseyk@morris.umn.edu, 6461
Pam Gades, pam@morris.umn.edu, 6376
Molly Kloek, kloe0038@morris.umn.edu, 6933
Paul Myers, myersp@morris.umn.edu, 6343
Pam Solvie, psolvie@morris.umn.edu, 6403
Engin Sungur, sungurea@morris.umn.edu, 6325

2006 Consulting Group

Staff:

Karen Cusey, cuseyk@morris.umn.edu, 6461
Pam Gades, pam@morris.umn.edu, 6376

Faculty:

Kristin Lamberty, lamberty@morris.umn.edu, 6351
Nic McPhee, mcphee@morris.umn.edu, 6320
Michelle Page, pagem@morris.umn.edu, 6405
Pam Solvie, psolvie@morris.umn.edu, 6403

Students:

Brady Alsaker, alsa0047@morris.umn.edu, 6933
Matt Helgeson, helg0116@morris.umn.edu, 6933
Molly Kloek, kloe0038@morris.umn.edu, 6933
Trent Wold, wold0122@morris.umn.edu, 6933

Administration

Linda Pederson, pederslm@morris.umn.edu, 6273
Engin Sungur, sungurea@morris.umn.edu, 6325

Bush Grant Participants 2005

2005 Project Participants (8 projects)

Tammy Berberi, berberit@morris.umn.edu, 6211
Viktor Berberi, berberiv@morris.umn.edu, 6032
Sylke Boyd, sboyd@morris.umn.edu, 6315
Becca Gercken-Hawkins, gerckenr@morris.umn.edu, 6259
Byungik Kahng, kahng@morris.umn.edu, 6317
Elena Machkosova, elenam@morris.umn.edu, 6308
Nic McPhee, mcphee@morris.umn.edu, 6320
Gretchen Minton, mintong@morris.umn.edu, 6260
Janet Schrunck-Ericksen, ericksja@morris.umn.edu, 6263
Pam Solvie, psolvie@morris.umn.edu, 6403
Greg Thorson, gthorson@morris.umn.edu, 6208
Minh Vo, minhvo@morris.umn.edu, 6183
Min Zhou, zhou0055@morris.umn.edu, 6296

2005 Core Group

Katherine Benson, bensonka@morris.umn.edu, 6211
Scott Esler, esle0010@morris.umn.edu, xxxx
Pam Gades, pam@morris.umn.edu, 6376
Karen Johnson, johnsokm@morris.umn.edu, 6461
Paul Myers, myersp@morris.umn.edu, 6343
Engin Sungur, sungurea@morris.umn.edu, 6325

2005 Consulting Group

Staff:

Scott Esler, esle0010@morris.umn.edu, 6933
Pam Gades, pam@morris.umn.edu, 6376
Karen Johnson, johnsokm@morris.umn.edu, 6461

Faculty:

Tom Johnson, johnsotl@morris.umn.edu, 6207
Pam Solvie, psolvie@morris.umn.edu, 6403
Greg Thorson, gthorson@morris.umn.edu, 6208

Students:

Matt Harren, harr0760@morris.umn.edu, 6933
Mollie Kloek, kloe0038@morris.umn.edu, 6933
Aaron Vasecka, vase0010@morris.umn.edu, 6933

Administration

Linda Pederson, pederslm@morris.umn.edu, 6273
Engin Sungur, sungurea@morris.umn.edu, 6325



Bush Innovative Teaching Grant

Projects Meeting

*May 16, 2006
12:00 Noon to 2:00 pm
Science 2555/2530*

A G E N D A

LUNCH/SCIENCE 2555:

- I. Welcome and Introductions (Pam Gades)
- II. The Bush Innovative Teaching Grant (Engin Sungur)
- III. Learning Styles and Assessment / June Workshop (Pam Solvie)
- IV. The Grant Projects (grant recipients give a brief overview of their projects)

***** 10-Minute BREAK *****

RE-GROUP IN SCIENCE 2530 COMPUTING LAB:

- V. Attendees log into Breeze Meeting:

<http://breeze5.umn.edu/itprojects>

- VI. Resources Available (Pam Gades and Molly Klock) - Handouts: Resources & Teams
- VII. Project Planners (handout)
- VIII. Breeze Survey on Assessment
- IX. Wrap-up

Project Planning
Developing an Implementation Plan
Bush Innovative Teaching Grant
May 2006

Directions: This planner has been developed to assist you in the completion of your Bush Course Development Grant. Please note that this process is driven entirely by you (the faculty member). To use the planner, first identify all of the individual tasks that are required for the successful completion of your project (i.e. identify objectives, identify needs, identify possible resources, test a variety of resources, implement into the course, assess the outcome, etc.). For each task, identify what resources (i.e. personnel, computers, web, etc.) are needed. Finally, identify a deadline for completion of each task. **The IT Consulting Group requests that you begin thinking about a project plan and set up a time within the next week or two to meet with your team leader(s) and complete this plan. A copy of the completed plan should be submitted to Pam Gades by May 31, 2006.**

Your Name: _____ **Date Submitted**

Task	Resources Needed	Deadline	Notes
1) Identify tools			
2) Integrate into syllabus			
3) Assess use during early part of course			
4) Assess overall success and identify needed improvements			

Bush IT Project Organizational Meeting
May 16, 2006
Noon – 2:00 PM

Attendance Record

Bush IT Core Group/Consulting Group/Project Members

(19 attended, 6 absent)

1. Engin Sungur ✓_____
2. Katherine Benson ✓_____
3. Roger Boleman ✓_____
4. Pam Gades ✓_____
5. Pam Solvie ✓_____
6. Molly Kloek ✓_____
7. Paul Myers _____
8. Karen Cusey ✓_____
9. Linda Pederson ✓_____
10. Krisin Lamberty ✓_____
11. Nic McPhee ✓_____
12. Michelle Page ✓_____
13. Brady Alsaker ✓_____
14. Trent Wold ✓_____
15. Matt Helgeson _____
16. Bert Ahern ✓_____
17. Tammy Berberi ✓_____
18. Viktor Berberi ✓_____
19. Nancy Carpenter ✓_____
20. Byunkgik Kahng _____
21. Carol Marxen _____
22. Ted Pappenfus _____
23. Jeff Ratliff-Crain ✓_____
24. Jimmy Schyver _____
25. Greg Thorson _____

Social Event

You're Invited . . .

Wednesday, May 3, 2006

Location: LaFave House

Time: 5:30 – 7:00 PM

Opening Reception for the
Bush Innovative Teaching Grant 2006-07

Come, meet the members of the Bush IT Core Group, Consulting Group, and the project participants for 2006-07. Enjoy wine, cheese and other refreshments with relaxing conversation.

No agenda – just good comradery. Come and go as your schedule permits.

Please RSVP by May 1

Linda at ext. 6273

pederslm@morris.umn.edu

Bush IT Reception/Meeting
May 3, 2006
LaFave House
5:30 PM – 7:00 PM

Attendance – May 3, 2006

Notes:

- Twenty-five (25 invites) (Hard Copy and E-mail)
- Sent to members of the Bush IT Core Group, Consulting Group, and Project participants 2006-07.

The following attended – (few people who rsvp didn't come –campus assembly meeting ran late)

1. Pam Solvie
2. Carol Marxen
3. Byungik Kahng
4. Bert Ahern
5. Katherine Benson
6. Roger Boleman
7. Pam Gades
8. Karen Cusey
9. Paul Myers
10. Engin Sungur
11. Linda Pederson
12. Michelle Page
13. Kristin Lamberty
14. Molly Kloek
15. Brady Alsaker

April 4 Event

Dear Bush Grant Participants:

You are cordially invited to a lunch meeting on Tuesday, April 4, 11:30 - 1:00 PM in the Alumni Room. The details are in the attached PDF file. Your presence is appreciated.

Why should you consider attending?

- (i) Lunch,
- (ii) Breeze Live Presentation that will involve all four campuses,
- (iii) Hearing what other campuses are doing, advertising UMM, networking with others on IT.

Please RSVP by Friday, March 24 to Linda at the Faculty Center.

_____ yes, I will attend

_____ no, I am unable to attend



Inter-Campus Conversations on Innovative Teaching

BUSH FOUNDATION GRANT YEAR 2

April 4, 2006

11:30-13:00

Crookston, Duluth, Morris, Minneapolis



Duluth Campus
KPlz 173



Morris Campus
University Room, Student Center



Crookston Campus
125 Dowell Hall



TC Campus
405 Walter Library, East Bank

These conversations on innovative teaching aim to enhance and promote collaboration among the University of Minnesota campuses. They will provide an opportunity for the various campuses working on the Bush Foundation Grant to share their experiences focusing on innovative teaching with technology.

We will use Breeze Meeting[□] to present this event from the Morris Campus. The link for this event is: <https://breeze5.umn.edu/iccit/>

Schedule

- 11:30 - 11:35 **Introduction, Logistics of the Event**, Linda Jorn, Director, Digital Media Center, Office of Information Technology, UMN
- 11:35 - 11:45 **Bush Foundation Grant: Innovative Teaching and Technology Strategies to Enhance Student Learning-First Year Achievements**, Linda Jorn, Director, Digital Media Center, Office of Information Technology, UMN
- 11:45 - 11:50 **Introduction of Presenters**, Pamela Gades, Instructional Technology Specialist, Computing Services, UMM
- 11:50 - 12:05 **Using Technology Tools to Engage Students with Multiple Learning Styles in a Constructivist Learning Environment**, Pam Solvie, Assistant Professor of Elementary Education and grant participant, UMM
- 12:05 - 12:10 Questions and Comments
- 12:10 - 12:25 **Student Study Skills**, Carmen Latterell, Assistant Professor of Mathematics and Statistics and grant participant, UMD

□ Connecting to a Breeze Meeting Session:

Breeze Meeting is a Web conferencing tool that facilitates online collaborations by sharing graphics, PowerPoint presentations, live audio and video, and interactions using text chat, whiteboard, and polling.

To participate in a Breeze Meeting, you will need an Internet browser enabled with the Macromedia Flash Player 6 or later. For increased performance, we suggest you download and install the Breeze Meeting Add-in from <http://breeze.umn.edu/get/>. To confirm that your computer is ready to connect to a Breeze Live meeting, please visit the following test page: https://breeze5.umn.edu/common/help/en/support/meeting_test.htm

If you experience any difficulties with this test, please contact Breeze Support at breeze@umn.edu.

This Breeze Meeting will include live audio and video. You will need headphones or speakers to listen to the broadcasted audio. Questions from Breeze participants during the meeting will be taken through text chat. Presenters in the meeting will then verbally respond to participant questions.

Technical assistance will be available through text chat if you experience difficulties once you are in the Breeze Meeting. If you cannot access the Breeze Live meeting, technical assistance will be available by sending an email to Breeze Support at breeze@umn.edu.

ORGANIZERS: Roger Boleman, Lance Cunningham, Pamela Gades, Kellie Greaves, Marilyn Grave, Hope Johnson, Linda Jorn, David Loewi, Engin Sungur, Bilin Tsai, Dave Wehner

12:25 - 12:30	Questions and Comments
12:30 - 12:45	<i>The Effect of Technology-Enhanced Collaborative Learning on Student Achievement In College-Level Introductory Microeconomics Courses</i> , Behrooz Sedaie, Assistant Professor of Economics and grant participant, UMC
12:45 - 12:50	Questions and Comments
12:50 - 1:05	<i>Student Engagement and ALT-CATs in Operations and Management Sciences</i> , Steve Huchendorf , Senior Lecturer of Operations and Management Sciences and grant participant, UMTC
1:05 - 1:10	Questions and Comments

Bush IceIT Event
April 4, 2006
Attendance Record

12:00 - 1:00 Lunch

1. Pam Solvie
2. Jeff-Ratliff Crain
3. Bert Ahern
4. Karen Cusey
5. Linda Pederson
6. Engin Sungur
7. Pam Gades
8. Carol Marxen
9. Sylke Boyd
10. Viktor Berberi
11. Katherine Benson
12. Tammy Berberi
13. Jimmy Schyver
14. Janet Ericksen
15. Paul Myers
16. Roger Boleman
17. Michele Page
18. Kristin Lamberty
19. Elena Machasova
20. Judy Kuechle
21. Barbara Burke
22. Peh Ng
23. Michael Korth
24. Dian Lopez
25. Casey Wagner
26. Dave Loewi
27. Ron Rosen
28. Dave Savella
29. Doug Williams

- Nineteen (19) involved with the grant either as IT Core Group, IT Consulting Group or Project Participants.
- Five (5) Faculty
- Five (5) Technical Support/Computer Services

Technology Enhanced Learning Office Activity Summary:

Summer 2006

Activity in the TEL office has been markedly low this summer due to the lack of work requests from the faculty. The following is a summary of the office activity from May-August 2006.

Participant name: Bert Ahern

Project name: History 1102

Activity pertaining to this project:

Based off of this project's planning sheet, the TEL office located a number of resources on PRS and Moodle for Bert. There has been no official communication between Bert and the TEL office, so no further work has been done on this project. We are unsure as to the status of this project.

Participant names: Tammy Berberi and Viktor Berberi

Project name: Creative Associative Learning Tools for French and Italian Courses

Activity pertaining to this project:

The TEL office has invested significant amounts of time in locating web resources for this project. These resources include: Croquet links, articles on Flash, links to video/audio/interactive websites, and numerous links to be used on a French WebQuest. One student worker created some examples of Flash resources. We are unsure as to the status of this project.

Participant names: Nancy Carpenter and Ted Pappenfus

Project name: Student Response Systems (Chemistry)

Activity pertaining to this project:

The TEL office located a number of resources on PRS and Moodle for this project. We have also demonstrated the use of two PRS systems for Ted and Nancy. The progress of this project seems to be in-line with the project planner.

Participant name: IT Core Group

Project name: Prototype Course: Innovative Teaching with Technology

Activity pertaining to this project:

The TEL office has mainly been concerned with finding resources for this project. We have located a number of articles on the 7 principles of effective learning and have aided in writing up some informative briefs on technology tools that are useful in these principles. The progress of this project seems to be in-line with the project planner.

Participant name: Byungik Kahng

Project name: Developing Mathematica Modules for UMM Calculus Courses

Activity pertaining to this project:

None. Byungik has not been in contact with the TEL office in any way (email, reflection logs, or otherwise) all summer.

Participant name: Carol Marxen

Project name: Increasing Technology in Elementary Education with the ProScope Microscope

Activity pertaining to this project:

Carol has worked relatively independently from the TEL office, though we have had a bit of communication with her. We located a few articles on the use of the ProScope as well as female engagement in the sciences. The progress of this project seems to be in-line with the project planner.

Participant name: Jeff Ratliff-Crain

Project name: Addition of a Learning Styles Assessment to Existing Online Interactive Study Guide

Activity pertaining to this project:

We created a PHP web survey that points users to appropriate parts of the online study guide. This survey includes all the functionality requested in the last meeting and seems to be finished. The progress of this project seems to be in-line with the project planner.

Participant name: Jimmy Schryver

Project name: Art History Image Library

Activity pertaining to this project:

We created a test installation of MDID on a temporary server and provided resources for the management of this server. The TEL office is currently looking into a permanent place for MDID with computing services and creating instructions for adding images to the database. With the exception of the permanence of the MDID server, the progress of this project seems to be in-line with the project planner.

Participant name: Pam Solvie

Project name: Implementing Kolb's Learning Style Model in the Delivery of Education Curriculum

Activity pertaining to this project:

Pam requested a number of things for her project. The TEL office has aided her in the following:

- The creation of a UMWiki
- The assessment of various calendar systems for her students
- Help with iMovie and Windows Movie Maker
- The creation of a new SMF discussion board
- Course webpage edits
- Information of the progress of the Croquet project
- Information on Moodle
- The location of video clips of children's book authors speaking and reading

The TEL office has had little communication with Pam lately, so little is known about her progress.

Participant name: Greg Thorson

Project name: Personal Response System (Political Science)

Activity pertaining to this project:

The TEL office, working off of Greg's project planner, found a number of resources on PRS. It has also given Greg a demo on a different PRS. The progress of this project seems to be in-line with the project planner.

Bush IT Core Group Meeting Minutes

2006-2007

Bush IT Core Group Meeting
Wednesday, November 29, 2006
3:30 PM
Location: Faculty Center, East Annex

Present: Roger Boleman, Katherine Benson, Pam Solvie, Engin Sungur and Brady Alsaker

Absent: Paul Myers, Karen Cusey, Pam Gades

The meeting began at 3:30 PM.

Bush IT Core Minutes 10/25/06

Pederson distributed the Bush IT Core Minutes for review; unanimously approved.

Sungur reviewed the timeline for the 3rd year of the Bush Grant and the Statement of Interest. The Statement of Interest will include the following revisions.

- ***The focus of this project for this grant round is Content Delivery.***
- ***Expectations of grant participants***
 1. to participate in all relevant workshops and training activities
 2. project assessment and evaluation
 3. monthly reflection logs
 4. Share and disseminate information

With the noted changes to the Statement of Interest, members approved the following timeline for the next round of the grant.

December 18, 2006

- Mail the call for Statement of Interest by hard copy, e-mail, and posted on the website.

January 16, 2007

- Statement of Interest Deadline

January 16-24, 2007

- The IT Core Group will meet and evaluate the Statement of Interest submitted

January 24, 2007

- Decision for second stage

January 24-February 14, 2007

- Detailing of projects, IT Core Group Members will interview each applicant

February 21, 2007

- Selection of projects
- Projects selected will determine the Consulting Group members

February 22, 2007

- Mailing of the "Got the Grant" letters to project participants

February 28, 2007

- First get together for the participants

March-May

- First stage training

June-August

- Support/Assistance

September-December

- Implementation

Sungur said we have money to support five projects, but hopes to receive additional money to support 2-3 additional projects.

Brady Alsaker will replace Molly Kloek as the student manager. Alsaker said at this time he has found no students for the summer, Boleman suggested a student to contact for summer work. Members discussed how to achieve a constant flow of work for the student consultants during the summer. Suggestions included:

- On-line Calendar. Project participants sign up with students
- IT Core Group meet time to time with students
- Students should check in with project participant – go to the participant office

Sungur shared information (on behalf of Karen Cusey) about the Instructional Technology Meeting.

Other Issues

- Sungur said grant participants should be encouraged to apply for MAP and TEL Small Grants
- We need to prepare templates – examples of how to use tools for **‘Content Delivery’**
- Encourage participation at the Academic Distinguished Teachers Conference in TC (April 2007), Sungur said the Keynote is ‘Concept Maps’.
- Start to work on proposal for Bush Grant (January 2008)
- Apply for NSF Grant as well as Bush Grant

Meeting adjourned at 4:20 PM.

Submitted by:
Linda Pederson

**BUSH IT CORE GROUP MEETING
WEDNESDAY, OCTOBER 25
3:30 - 4:30 PM
LOCATION: Faculty Center**

AGENDA

1. Bush IT Core Minutes 10/11/06 (attached)
2. Breeze IccIT - November 7 Event (schedule attached)

**Bush IT Core Group Meeting
Wednesday, October 25, 2006
3:30 – 5:00 PM
Location: Faculty Center, East Annex**

Present: Paul Myers, Pam Gades, Pam Solvie, and Engin Sungur

Absent: Karen Cusey, Roger Boleman, Brady Alsaker and Katherine Benson

The meeting began at 3:30 PM in the Faculty Center.

Breeze Live Meeting, November 7

Pederson distributed the Breeze Live Meeting schedule for review and discussion.

- Location: Cougar Room
- Lunch: 12:00 – 12:45 PM. Lunch will consist of pizza, garden salad, and assortment of bars, ice water, and coffee. Pederson asked if Computing Services and Media Services had funds available to support the lunch. Gades will check with Loewi, Pederson will contact Boleman.
- Presentations: 12:45 – 1:45 PM. Each presentation is scheduled for 10 minutes; Gades will create a PowerPoint indicating time remaining for each presentation.

- Pederson will send registration deadline reminder on Thursday, October 26, 2006
- Gades suggested the trial run for the Breeze Meeting be set-up for 10:00 AM on November 7.

Focus for the Grant 2006-07

- Members discussed what type of advertising for the last round of the grant, or if we should use the same model as last year. A member asked if the outside evaluator report would be available to look at, noting that some had voiced concerns regarding the application process.
- Focus for next round of grant is "Content Delivery"
- A suggestion was made to create a list of examples on Content Delivery; a member noted examples were discussed at an earlier meeting.
- Gades said samples can be viewed at the Digital Media Center (DMC) Site, *Teaching with Technology Resources*
- Pam Solvie shared that project participants thought that encouraging faculty to pursue MAPs the fall following their Bush Grant work would support further research on the projects begun in the summer as part of the Bush Grant.

Sungur will prepare an application example for the next round of projects and include information on the MAP proposal suggestion. He asked members to bring interesting samples of Content Delivery to the next meeting.

Members discussed the Interwrite SchoolPad and Interwrite PRS systems. Pam Solvie expressed interest in the Interwrite SchoolPad and will contact Nancy Carpenter about use of the tool.

Sungur said sometime in February we will have a Croquet presentation at UMM.

Bush IT Core Minutes 10/11/06

Pederson distributed the Bush IT Core Minutes for review. Motion (Solvie/Gades) to approve the minutes.

Submitted by:
Linda Pederson

BUSH IT CORE GROUP MEETING Wednesday, October 11 3:30 -4:30 PM Location: FACULTY CENTER

AGENDA

- 1) Bush IT Core Minutes 9/27/07 (attached)
- 2) External Review Visit (October 17)
- 3) IccIT Event (November 7 - Location: Cougar Room)
- 4) Clickers (presentation)
- 5) SWOT Analysis (ideas)
- 5) New Business

Bush IT Core Group Meeting
Wednesday, October 11, 2006
3:30 – 4:30 PM
Location: Faculty Center, East Annex

Present: Engin Sungur, Karen Cusey, Pam Gades, Pam Solvie, Brady Alsaker, Roger Boleman and Katherine Benson

Absent: Paul Myers

Bush IT Core Group Minutes 9/27/06

Minutes dated 9/27/06 were distributed. Sungur asked for corrections and/or approval of the minutes. Members reviewed the minutes, one revision noted. Minutes unanimously approved as amended.

External Review Visit

Sungur discussed Robert Holloway's visit to UMM on Tuesday, October 17. Sungur said he had received the questions Holloway will be asking the core and consulting groups, students, and project participants. Sungur said after the visit, Holloway will send the report to all campus coordinators for review, then to the Bush Foundation.

Sungur said Pederson is compiling a general report of all projects, using the project detail data and reflection logs.

Gades will send the May 16 Assessment Survey results data to Sungur.

IccIT Event – November 7

The IccIT Event scheduled for Tuesday, November 7 is in the Cougar Room. Sungur discussed the schedule, noting the suggested changes.

- Lunch 12:00 -12:45 pm
- Presentations 12:45 -1:45 pm
- Carol Carrier 12:45 (Thank you to all participants)

Other discussion included:

- As Linda Jorn will not be at the meeting, members discussed who would be the lead person to do the welcome and introductions at the event – suggestions included DaveW/TC or Pam G./UMM)
- Show video from the Fall Faculty Retreat that portrays student computer usage, may follow with discussion
- Each presentation scheduled for 10 minutes should remain on schedule. A member suggested a 2-minute warning of time remaining. Clicker presentation – Sungur talked with Thorson, Pappenfus, and Carpenter. Thorson has another commitment Nov. 7, will not be available. Sungur said Pappenfus/Carpenter will possibly present, but have not experienced the use of clickers at this time. Gades suggested a presentation on the investigation of clickers, and the problems encountered. Solvie suggested that Pappenfus and Carpenter could present on their projects regarding their hopes and reasons for using clickers and that it may bring about good discussion with the larger group.
- Discussed Interwrite SchoolPad – Gades said that Nancy Carpenter is arranging a meeting regarding the use of clickers at UMM for October 20 at 4:00 pm. All faculty will be invited to attend.
- Gades suggested that we encourage people to bring a laptop to the event or perhaps provide at least one at each table.
- Discussed set-up of Cougar Room for Event, Boleman suggested the screen set-up in the SE corner, sit chairs at a diagonal. He will look and get back to Pederson.
- Sungur will finalize the schedule of the IccIT Event and share contact information with Gades for Breeze event planning purposes.
- Discussed lunch - members agreed pizza/salad
- Discussed alternatives for UMM presentation at IccIT Event
 1. Show Student Video/discussion
 2. Ask Sylke Boyd or Nic McPhee to present
 3. Clickers

Sungur said if Pappenfus/Carpenter were unable to present on Clickers, he would ask Sylke Boyd to Share results on student learning (presentation from FFR06).

Sungur said after the evaluator visit next week, we would decide on the direction for year three of the grant. A member commented the amount of funding faculty receive limits what can be done, and suggested a different funding model.

SWOT Analysis

Discussion deferred until after evaluator's visit.

New Business

- Discussed recent resignation of Casey Wagner (Computer Services); how her resignation will affect technical support for faculty.

Submitted by:
Linda Pederson

Bush IT Meeting
September 27, 2006



Archibald Bush Foundation



ENHANCING STUDENT LEARNING THROUGH INNOVATIVE TEACHING AND TECHNOLOGY STRATEGIES: ENGAGING STUDENTS
BY TEACHING TO MULTIPLE LEARNING STYLES

Proposed Agenda:

- Approval of the 9/13/2006 minutes
- Budget Issues
- External Review
- Summary of Activities (IT Consulting Group)
- Theme for 2006-07: Content Delivery
 - What are the interesting things that can be done?
 - What are the tools that are available?
- IccIT Meeting (please see the Appendix A)
- Discussion on "creating an efficient, effective, responsive faculty support system on IT" (SWOT Analysis), (please see the Appendix B)
 - Are we going to create a model?
 - Better dissemination of information
 - Training versus Informing
- IccIT, Inter-campus Communications on Innovative Teaching
 - Better dissemination of information
 - Training versus Informing
 - Training versus Support
 - Faculty Workloads and Instructional Technology Training: Is it faculty's job to learn technical details or is it wasting faculty's invaluable time?
 - Training versus Support
 - Faculty Workloads and Instructional Technology Training: Is it faculty's job to learn technical details or is it wasting faculty's invaluable time?

BUSH GRANT RELATED PUBLICATIONS/PRESENTATIONS

Total: 16

- **Pamela A. Solvie**, Assistant Professor of Education and **Engin A. Sungur**, Professor of Statistics, Concept Maps/Graphs/Trees/Vines in Education, *The 5th WSEAS International Conference on E-ACTIVITIES (E-Learning, E-Communities, E-Commerce, E-Management, E-Marketing, E-Governance, Tele-Working) (E-ACTIVITIES '06)*, Venice, Italy, November 20-22, 2006
<http://www.worldses.org/conferences/2006/venice/e-activities/index.html>
- **Pamela A. Solvie**, Using Technology Tools to Engage Students with Multiple Learning Styles in a Constructivist Learning Environment, *Inter-Campus Conversations on Innovative Teaching*, April 4, 2006
- **Peter Bremer, Matt Conner, Pam Gades, Roger Boleman, Karen Cusey**, State of Technology

Enhanced Learning (TEL) at UMM, *UMM Fall Faculty Retreat: Enhancing Our Academic Environment*, Alexandria, Minnesota, August 21-22, 2006

- **Paul Myers**, Associate Professor of Biology, Reflection Logs for Research in Science (BLOGS), *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Pamela A. Solvie**, Assistant Professor of Education and **Engin A. Sungur**, Professor of Statistics, Concept Maps, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Sylke Boyd**, Assistant Professor of Physics, Computer Modeling of Materials in Physics, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Byungik Kahng**, Assistant Professor of Mathematics, Using Mathematica on Teaching Calculus to Diverse Learners, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Tammy Berberi**, Assistant Professor of French, Advocating Diversity: Disabled Students in Our Classrooms, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Greg Thorson**, Associate Professor of Political Science, Clickers and Wikis: New Opportunities for Student Participation Through Technology, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Elena Machkasova**, Assistant Professor of Computer Science, **Nic McPhee**, Associate Professor of

Computer Science, Dynamic Web Page Teaching Tools, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006

- **Pam Gades**, Course Tools: New Initiative, *UMM Fall Faculty Retreat: Innovative Learning and Teaching*, Alexandria, Minnesota, August 21-22, 2006
- **Pamela A. Solvie**, Assistant Professor of Education and **Molly Kloek**, UMM Student and Member of Consulting Group, Society for Information Technology & Teacher Education, 17th International Conference March 20-24, 2006, Orlando Florida, accepted for presentation (very selective), <http://www.aace.org/conf/site/default.htm>
- **Byungik Kahng**, Assistant Professor of Mathematics, panelist, UMN TEL Seminar Series, Wednesday, October 5, 2005, Effecting Programmatic Change with Learning Technologies, <http://dmc.umn.edu/series/fall05.shtml>
- **Becca Gercken-Hawkins**, Assistant Professor of English, panelist, UMN TEL Seminar Series, Wednesday, December 7, 2005, Using Technology to Shape and Support Learning Communities, <http://dmc.umn.edu/series/fall05.shtml>
- **Tammy Berberi**, Assistant Professor of French, Worlds Apart: Disability and Foreign Language Study, Inter-Campus Conversations on Innovative Teaching, November 1, 2005
- **Molly Kloek**, Learning styles, see Learning Styles Resources, and Teaching to Diverse Learning www.morris.umn.edu/TEL/

APPENDIX A.



Inter-Campus Conversations on Innovative Teaching

BUSH FOUNDATION

GRANT YEAR 2

November 7, 2006

11:30-13:00

Crookston, Duluth, Morris,
Minneapolis



Duluth Campus
KPlz 173



Morris Campus
Alumni Room
Student Center



Crookston Campus
125 Dowell Hall



TC Campus
405 Walter Library
East Bank

These conversations on innovative teaching aim to enhance and promote collaboration among the University of Minnesota campuses. They will provide an opportunity for the various campuses working on the Bush Foundation Grant to share their experiences focusing on innovative teaching with technology.

We will use Breeze LIVE[□] to present this event from the Morris Campus. The link for this event is: <https://breeze.umn.edu/???>

Schedule

- 11:30 - 11:40 **Introduction, Logistics of the Event**, Linda Jorn, Director of Digital Media Center, UMN
Bush Foundation Grant: Innovative Teaching and Technology strategies to Enhance Student Learning First Year Achievements, Linda Jorn, Director of Digital Media Center, UMN
- 11:40 - 11:50 **Today's College Students**
Introduction of Presenters, Pamela Gades, Instructional Technology Specialist, Computing Services, UMM
- 11:50 - 12:00 **(title of talk)**, (presenter), (title of presenter) and grant participant, UMM
- 12:00 - 12:10 **(title of talk)**, (presenter), (title of presenter) and grant participant, UMD
- 12:10 - 12:20 **(title of talk)**, (presenter), (title of presenter) and grant participant, UMTC
- 12:20 - 12:30 **(title of talk)**, (presenter), (title of presenter) and grant participant, UMC
- 12:30 - 1:00 Lunch

□ Connecting to a Breeze Live Meeting

Breeze Live is a Web conferencing tool that facilitates online collaborations by sharing graphics, PowerPoint presentations, live audio and video, and interactions using text chat, whiteboard, and polling.

To participate in a Breeze Live meeting, you will need an Internet browser enabled with the Macromedia Flash Player 6 or later. To confirm that your computer is ready to connect to a Breeze Live meeting, please visit the following test page: <http://breeze4.umn.edu/common/intro/intro.html>

If you experience any difficulties with this test please contact Breeze Support at breeze@umn.edu.

This Breeze Live meeting will include live audio and video. You will need headphones or speakers to listen to the broadcasted audio. Questions from Breeze Live participants during the meeting will be taken through text chat. Presenters in the meeting will then verbally respond to participant questions.

Technical assistance will be available through text chat if you experience difficulties once you are in the Breeze Live meeting. If you cannot access the Breeze Live meeting, technical assistance will be available by sending an email to Breeze Support at breeze@umn.edu.

ORGANIZERS: Roger Boleman, Lance Cunningham, Pamela Gades, Kellie Greaves, Marilyn Grave, Hope Johnson, Linda Jorn, David Loewi, Andy Lopez, Engin Sungur, Bilin Tsai, Dave Wehner

APPENDIX B.

SWOT ANALYSIS OF THE UMM IT SUPPORT SYSTEM

SWOT analysis is a tool for auditing an organization and its environment. It is the first stage of planning and helps marketers to focus on key issues. **SWOT** stands for **strengths, weaknesses, opportunities, and threats**. Strengths and weaknesses are **internal** factors. Opportunities and threats are **external** factors.



Strengths and weaknesses are **internal** factors. For example:

A strength could be:

your specialist marketing expertise.
a new, innovative product or service
location of your business
quality processes and procedures
any other aspect of your business that adds value to your product or service.

A weakness could be:

lack of marketing expertise
undifferentiated products or services (i.e. in relation to your competitors)
location of your business
poor quality goods or services
damaged reputation

Opportunities and threats are **external** factors. For example:

An opportunity could be:

a developing market such as the Internet.
mergers, joint ventures or strategic alliances
moving into new market segments that offer improved profits
a new international market
a market vacated by an ineffective competitor

A threat could be:

a new competitor in your home market
price wars with competitors
a competitor has a new, innovative product or service
competitors have superior access to channels of distribution
taxation is introduced on your product or service

A word of caution, SWOT analysis can be very subjective. Do not rely on it too much. Two people rarely come-up with the same final version of SWOT. TOWS analysis is extremely similar. It simply looks at the negative factors first in order to turn them into positive factors. So use it as guide and not a prescription.

Simple rules for successful SWOT analysis

- be realistic about the strengths and weaknesses of your organization
- analysis should distinguish between where your organization is today, and where it could be in the future
- be specific. Avoid grey areas.
- always analyse in relation to your competition i.e. better than or worse than your competition
- keep your SWOT short and simple. Avoid complexity and over analysis
- SWOT is subjective.

SWOT Analysis Template State what you are assessing here. Please note that these criteria examples relate to assessing a new business venture or proposition. Many listed criteria can apply to other quadrants, and the examples are

<p>criteria examples</p> <p>Advantages of proposition? Capabilities? Competitive advantages? USP's (unique selling points)? Resources, Assets, People? Experience, knowledge, data? Financial reserves, likely returns? Marketing - reach, distribution, awareness? Innovative aspects? Location and geographical? Price, value, quality? Accreditations, qualifications, certifications? Processes, systems, IT, communications? Cultural, attitudinal, behavioural? Management cover, succession? Philosophy and values?</p>	<p>strengths</p>	<p>weaknesses</p>	<p>criteria examples</p> <p>Disadvantages of proposition? Gaps in capabilities? Lack of competitive strength? Reputation, presence and reach? Financials? Own known vulnerabilities? Timescales, deadlines and pressures? Cashflow, start-up cash-drain? Continuity, supply chain robustness? Effects on core activities, distraction? Reliability of data, plan predictability? Morale, commitment, leadership? Accreditations, etc? Processes and systems, etc? Management cover, succession?</p>
<p>criteria examples</p> <p>Market developments? Competitors' vulnerabilities? Industry or lifestyle trends? Technology development and innovation? Global influences? New markets, vertical, horizontal? Niche target markets? Geographical, export, import? New USP's? Tactics: eg, surprise, major contracts? Business and product development? Information and research? Partnerships, agencies, distribution? Volumes, production, economies? Seasonal, weather, fashion influences?</p>	<p>opportunities</p>	<p>threats</p>	<p>criteria examples</p> <p>Political effects? Legislative effects? Environmental effects? IT developments? Competitor intentions - various? Market demand? New technologies, services, ideas? Vital contracts and partners? Sustaining internal capabilities? Obstacles faced? Insurmountable weaknesses? Loss of key staff? Sustainable financial backing? Economy - home, abroad? Seasonality, weather effects?</p>

Bush IT Core Group Meeting

Wednesday, September 27, 2006

3:30 – 4:30 PM

Location: LaFave House

Present: Engin Sungur, Pam Solvie, Karen Cusey, Paul Myers, Brady Alsaker, Roger Boleman, Linda Pederson and Katherine Benson

Absent: Pam Gades

The meeting began at 3:30 PM at the LaFave House. Copies of the agenda and Bush IT Core Group

Bush IT Core Group Minutes 9/13/06

Minutes dated 9/13/06 were distributed. Sungur asked for corrections and/or approval of the minutes. Members reviewed the minutes, and agreed to revise the travel funds paragraph to indicate Cusey's request for travel funds is for attendance of class sessions on Educational Innovations & Technology. Minutes unanimously approved as amended.

Budget Issues

Sungur said there is approximately \$1700 remaining in Bush Budget, year 2. Sungur said after discussion with individuals, that he would seek the committee's approval of funding.

External Review Visit

Robert Holloway, the outside evaluator for the Bush Grant will visit UMM on Tuesday, October 17. Sungur said he realized Holloway's visit is during fall break, but because he is traveling from Florida and visiting the other campuses, this was the only available date.

Sungur said Pederson is preparing the project profiles for each project, and will mail this to all project participants for completion. Members agreed the students and consulting group should also include information on the project profile before sending it to the project participants. Alsaker will complete the student portion of each project profile. Sungur said Holloway would send us a list of questions for the visit. A member commented that is unavailable to meet with Holloway, Sungur said the evaluator might contact them by phone later.

IccIT Event

Members reviewed the proposed IccIT Meeting; Sungur noted the BreezeLive presentation would follow a format similar to last year, and said the proposed date is November 7. Sungur asked members for suggestions of projects to display/discuss during the event. One suggestion included a panel of three on the use of clickers. Members approved the November 7 date; Sungur will notify the other campuses of the date and ask for a presenter from each. Sungur discussed related publications and presentations related to the Bush Grant, and requested members to inform him of any changes to make the list complete.

A member asked about the Assessment/Evaluation survey that participants took at the Breeze Workshop; Alsaker thought Gades had it and agreed to locate it and send it to Sungur.

Consulting Group (Pam Solvie)

Solvie reported on her work on the Consulting Group. Solvie said the Consulting group, divided into teams of three for specific projects, met as a large group and individually. Solvie said e-mails that followed the Consulting Group meetings created valuable feedback and prompted questions. Concerns noted by Solvie included:

- More focus on project plans
- More discussion, what can we do to help?
- Much information gathered, how do we move ahead to the next step?
- Suggested students to sit in with Consultant/project meeting
- In the future, Solvie suggested a summary meeting with the Consultants and Project participants

Content Delivery

Cusey informed the members about upcoming Technology-Enhanced Learning (TEL) Seminars this fall at UMMC, (noon – 1:30 PM) and suggested setting up a room at UMM to view the webcasts as a group.

- October 4 "Improving Learning With Technology-Enhanced Simulations

- November 1 "Improving Macromedia Breeze Learning Activities
- December 6 "Using Technology to Support Community and Collaboration

Other discussion included: 1) Croquet (new version) 2) Second Life 3) Flash

Roger noted there is no Flash Developer on campus, it is a resource issue, and this may be the reason it is not used as much.

Sungur suggests selecting Content Delivery before mailing the call for proposal; and base the selection of projects on content delivery.

Sungur will contact TEL Council, and ask for the presentation on the Croquet project.

The next scheduled meeting is October 11, 3:30-4:30 PM at the Faculty Center. Members are to bring ideas for SWOT analysis.

Meeting adjourned at 4:30 PM.

Submitted by:
Linda Pederson

**Bush IT Core Group Meeting
Wednesday, September 13, 2006
3:30 – 4:30 PM
Location: Faculty Center, East Annex**

Present: Pam Gades, Molly Kloek, Pam Solvie, Katherine Benson, Karen Cusey, Engin Sungur, Roger Boleman and Linda Pederson

Absent: Paul Myers

Report from Innovative Teaching Group (Molly Kloek)

Pederson distributed *The Technology Enhanced Learning Office Activity Summary (Summer 2006)* report to committee members. Discussion of the report followed, comments included:

- Students were not used to the full potential; more work was needed for the students.
- The students sent e-mails requesting work from the project participants, heard from some, but others did not. A member questioned if the e-mails were personalized, Molly replied a few were personalized, but most were general e-mails requesting work
- Discussed students working with other faculty (outside the Bush Grant) for additional work
- Desk-side coaching
- Engin will talk with Dave Loewi and Judy Kuechle about hiring a MSAF student to provide assistance to extend the Bush projects during the fall
- Each project had team leaders
- Other activities students were involved with included: FCLT website, robots, clicker demos

Travel Funds

Karen Cusey requested a portion of her Consulting Group stipend to cover travel expenses to attend Educational Innovations & Technology class sessions in Duluth (Sept. 22-24) and also in January 2007. Cusey will complete and submit a travel expense form. Members approved Cusey's request for travel funds.

Budget/Other Issues

- Discussed the Fall Retreat. A member suggested funding for the technical equipment used at the retreat for Media Services.
- Karen Cusey and Pam Gades will receive funds for their Bush Project
- Sungur/Pederson will review the budget to determine amount of travel funds available for project participants
- Discussed scheduling IccIT Breeze meeting in November, Engin will prepare a brief outline for the next meeting
- Sungur asked the IT Core Group to write a list of things needed to become a Public Honors College
- Type of clickers should be decided as a campus, not by a Division. More discussion needed.

External Review

- Robert Holloway will visit UMM on October 17 for the external review
- Discussed Focus Group scheduling – schedule will be set up as last year's schedule. Members agreed to invite 2004-05, 2005-06 Bush Grant participants to meet with Holloway

Next Meeting

The Bush IT Core Group will meet September 27, 3:30-4:30 PM at the LaFave House. Agenda items will include:

1. Summary of Activities (Bush IT Consulting Group)
2. Bush Grant Theme for this year – Focus for proposal (Content Delivery)
3. External Visit (Robert Holloway)
4. IccIT Breeze Meeting

Some suggestions if the grant focus is on **Content Delivery**.

- Flash to communication
- E-Learning
- Develop modules for courses being taught
- Develop interactive modules
- Put samples of Content Delivery on TEL Website

Submitted by:
Linda Pederson

Bush IT Core Meetings 2005-2006

BUSH IT CORE GROUP MEETING
Date: Thursday, September 29, 2005
4:00 – 5:00 PM
Location: Faculty Center, East Annex

AGENDA

- I. Nov. 6-8 Bush Assessment Visit
 - Discussion /planning
- II. University Senate IT Committee Meets at UMM November 1
 - Bush Grant/Fac. Center/Computing Services event
 - (Oyate: Cougar & University Rooms reserved)
 - Discussion /planning
- III. Focus for Grant 2005-06
 - Interaction & Communication was our focus for 2004-05
 - Discuss focus for 2005-06
- IV. IT Consulting Group membership for 2005-06
- V. Timeline for next round of proposals

Refreshments served at 4:00 PM. You are also welcome to gather as a group for dinner following the meeting, location to be determined.

Bush IT Core Group Meeting
September 29, 2005
Location: Faculty Center

Present: Engin Sungur, Molly Kloek, Pam Solvie, Paul Myers, Katherine Benson, Pam Gades and Roger Boleman.

The meeting began at 4:00 PM.

First item of discussion was the Bush Assessment Visit scheduled for Nov. 6-8. Sungur said the visit would consist of brief interviews with the project participants, IT Core Group, and IT Consulting group; and we will need to decide how to arrange scheduling of the interviews.

University Senate IT Committee meeting at UMM on November 1. The University IT Committee, (consisting of 16-20 members) was invited by Andy Lopez to hold their regular meeting at UMM. Computing Services, the Faculty Center, and the Bush Grant would like to combine the Senate IT meeting with a presentation (Breeze Live event) that would be the first in a series of four to five "Conversations on Teaching with Technology." Members discussed the timeline for the presentation. It was suggested that three or four Bush IT Project participants be invited to display/discuss their projects during this event. Members discussed whether the IT Core Group should target outstanding projects for presentation, with representation from the other campus participants. The University and Cougar rooms have been reserved for this event, all four campuses can be connected via Breeze Live. Other topics of discussion regarding this event:

- Wireless Internet will be available for the event.
- Three presentations would allow more time for input
- Look at proposals; see how proposals match with another campuses, discuss how they proceeded with projects, etc.
- Collaboration with other campuses, compare and contrast projects
- Bush IT project participants, Bush IT Core Group, and Bush IT Consulting Group members will be invited to attend
-

Sungur will suggest that the Bush Assessment visit be scheduled for November 1 instead of November 6-8; he will contact them for their availability.

Sungur said a proposal has been submitted to retain the Innovative Teaching with Technology office (Science 3625) during the academic year (joint effort with the Computing Services and Bush Grant). Sungur said that two computers (Windows and Macintosh) will be available; Gades and student assistance may also be available if the proposal is accepted.

Sungur said Linda Jorn, Carol Carrier, and Billie Wahlstrom have requested access to the TEL Website for external review of the projects.

Travel Money

- Sungur said Michelle Page has requested travel funds to attend a conference on Diversity, the committee discussed if this relates to the purpose of our grant. Sungur will check with Rita (Grants Office) if this request can be supported by the grant.
- Pam Solvie and Molly Kloek have submitted a proposal to travel to 'SITE 2006' in March to present their project.

Focus for Grant 2005-06

The committee agreed the focus for the next year of the grant should be assessment and evaluation. Discussion followed.

- Need for assessment and evaluation. Data is being collected, need help on how to review the data to be sure project is successful
- Effective ways to test their knowledge, ways to collect data for upcoming projects.
- Benson will forward 'Nine Principles of Assessment' to committee members, this information can also be put on our SharePoint site.
- Gades will meet with anyone who wants a refresher for Sharepoint.

Timeline for Proposals

Members discussed the timeline for the proposals, agreeing to follow the same as last year. The call for proposals will be sent out during the winter break. Deadline for proposals will be the first or second week of spring semester. It was agreed that the projects should be more detailed, and a meeting should be scheduled with each faculty member submitting a proposal before selecting the grant recipients. It was also suggested the project participants should justify what the funds will be used for, and that the Consulting Group is available for advice and guidance of projects. One member asked if a faculty member could reapply to complete their project from last year. The committee agreed that they would need feedback

on their projects if they wanted to reapply. A copy of the student evaluation of the Bush IT projects was distributed to each committee member for review.

The Bush IT Core group meetings will be scheduled for two-week intervals, date and time to be determined. Next meeting's agenda will include detailed planning of the November 1 event and metrics for assessment.

Meeting adjourned at 4:56 PM.

Submitted by:
Linda Pederson

BUSH IT CORE GROUP MEETING
Wednesday, October 19, 2005
2:15 pm – Faculty Center, East Annex

Present: Engin Sungur, Karen Cusey, Pam Solvie, Molly Kloek, Roger Boleman,
Pam Gades and Katherine Benson

Absent: Paul Myers (schedule conflict)

Handouts: Bush IT Core Group Meeting Minutes 9/29/05
Agenda, Inter-Campus Conversation on Innovative Teaching, Assessment
and Evaluation Matrix

The IccIT/Senate Committee Meeting is scheduled for Tuesday, November 1 at UMM. Sungur discussed the schedule (Inter-Campus Conversations on Innovative Teaching) which will be combined with the IT Senate Meeting. Sungur said these conversations on innovative teaching aim to enhance and promote collaboration among the four university campuses, and will provide an opportunity for the various campuses working on the Bush Grant to share their experiences. Sungur said this will be a bi-monthly event. UMM will present the first using Breeze LIVE. Members discussed the event schedule.

- Gades noted a trial set-up scheduled for October 27 or 28 for all campuses in Oyate.
- Lunch and slideshow presentation scheduled at 12:30 pm; the slideshow will highlight UMM Technology Activities. The IT Senate Committee, FCLT, Computing Services, and Media Services will provide funding for the lunch.
- Event attendees will include Bush IT Core Group, Bush IT Consulting Group, Bush IT Project Participants, IT Senate Committee members, and UMM Administration.
- Sungur will finalize the schedule today and send to members in PDF form.
- Boleman and Gades will discuss tech set-up for the event.

The External Grant Evaluation Team will visit UMM on November 8; Sungur noted activities include focus groups for the Bush IT Core Group, Bush IT Consulting Group, and Bush IT Projects participants. Pederson has requested schedules from all participants for setting up the focus group schedules. Sungur said the External Grant Evaluation Team's responsibility is to gather information from all four campuses and send to the Bush Foundation.

Assessment/Evaluation Matrix

Sungur discussed the Assessment Matrix (handout) with members. He noted two assessment issues:

1. Assessment/evaluation component of teaching/learning process in general
2. Assessment/evaluation of the Bush grant projects and the grant in general

Sungur asked members to add or modify the Evaluation/Assessment components.

Benson discussed other assessment considerations, which included:

- What the instructor will do to assess student learning
- Evaluation of grant in performance of the instructor, did the instructor learn technology and apply it to their course?
- Goals/Educational values – what did the instructor want the students to learn?
- Identify specifics
- Instructors sharing goals, objectives with students
- measuring/assessing over time
- multiple assessments
- multiple measures
- more than one way to measure objectives

- plan specific times for assessment
- be specific about expectation – give students a model, how will information be used
- assess if assessment was valuable (would additional questions be useful?)
- look at broader picture

Discussion included adding more items to the matrix and/or creating an additional matrix for general assessment; suggesting the two matrices could be side by side. Sungur said the second round of the grant would focus on developing tools for Assessment and Evaluation. He said there are various ways of asking the same question and the use of technology will help us achieve this. A sub-committee formed to discuss the matrix. (Benson, Sungur, and Solvie)

TIMELINE FOR THE NEW ROUND OF GRANTS

Sungur discussed the timeline for the new round of the grant.

- The Statement of Interest will be sent on December 19, 2005 by hard copy, e-mail and posted on the web site.
- The Bush IT Core Group will evaluate received Statements of Interest on January 6, 2007.
- Interviews to obtain details about projects will take place after January 6, 2006 with detailed project proposals due January 27.
- First week of February 2006 – Bush IT Core Group will select the projects.

Sharepoint & UMCaI Training

Gades said UMCaI and Sharepoint training is available; she will come to the faculty's office for individualized training.

Meeting Time

Members discussed a new meeting time to accommodate everyone's schedule. Sungur suggested meeting at 7:30 AM – 8:30 AM if agreeable with all members. No date/time set for the next meeting.

The Assessment/Evaluation Sub-committee (Benson, Sungur, and Solvie) will meet Wednesday, October 26 at 2:15 PM in the Faculty Center.

Meeting adjourned at 3:25 PM.

Submitted by:
Linda Pederson

Bush IT Core Group Meeting Wednesday, November 2, 2005 2:15 PM

Location: Faculty Center, East Annex

Present: Engin Sungur, Pam Gades, Karen Cusey, and Katherine Benson

Absent: Paul Myers, Roger Boleman, Molly Kloek, and Pam Solvie

Copies of the Fall 2005 Bush Foundation Grant Campus Coordinator Interview Guide, Consultant Focus Group Guide, Faculty Focus Group Guide, and Graduate Student Focus Group Guide were distributed to committee members; it was noted to disregard the Graduate Student Group Guide. Sungur said Bush IT Core Group, Consulting Group, and Faculty Project participants would receive these guides by e-mail for completion before the November 8 meeting with Holloway. Members discussed scheduling of the November 8 meetings with Holloway. Designated times for the November 8 meetings follow:

Time	Scheduled Group
8:00 AM-9:00 AM	Bush IT Core Group
9:00 AM – 10:00 AM	Bush IT Faculty Project Participants
10:00 AM – 11:00 AM	Bush IT Consulting Group
11:00 AM – 12:00 Noon	OVERFLOW Bush IT Core, Consulting, Faculty Project participants who cannot attend the regular scheduled time.
12:00-1:00 PM	LUNCH BREAK
1:00 PM– 2:00 PM	Bush IT Consulting Group
2:00 PM -3:00 PM	Bush IT Faculty Project Participants
3:00 PM – 4:00 PM	OVERFLOW Bush IT Core, Consulting, Faculty Project participants who

4:00 PM – 4:30 pm

cannot attend the regular scheduled time.

OVERFLOW

Bush IT Core, Consulting, Faculty Project participants who cannot attend the regular scheduled time.

Pederson will notify all Bush IT Faculty/Staff their scheduled meeting times and will send the appropriate Bush IT Group Guide for completion before the November 8 meeting. Information to be included in the e-mail:

- Time assigned for the Bush IT Core Group, Consulting Group, Faculty Project Participants
- Send the appropriate group guide to Faculty/Staff
 - Campus Coordinator Interview Guide (IT Core Group)
 - Consultant Focus Group (IT Consulting Group)
 - Faculty Focus Group (IT Bush Faculty Project Participants)
- The questionnaire is only a guideline, it is not necessary to be able to answer all of the questions. The questionnaire should be completed and submitted at the time of your scheduled meeting. If you are unable to attend, please complete and submit to Engin Sungur/FCLT before the November 8 meeting.
- One-hour meetings scheduled, but may not take the entire hour.

Other Discussion

- There was a brief discussion on Classroom Assessment. One member noted some classroom assessment is being done by T. Berberi and P. Solvie during fall semester 2005; this can be included in our report. There will be additional classroom assessment during spring semester 2006 and 2007.
- November 1 Event - Breeze Live Broadcast between UMM, TC, Duluth and Crookston campuses.
- Need to find another meeting time for the Bush IT Core Group.

Submitted by:
Linda Pederson

**Bush IT Core Group Meeting
November 21, 2005
Location: Faculty Center**

Present: Engin Sungur, Pam Solvie, Katherine Benson, Pam Gades and Roger Boleman.

Absent: Molly Kloek and Paul Myer

The meeting began at 1:30 PM.

Timeline for the New Round of Grants

Sungur distributed the following documents for review

1. Timeline for the New Round of Grants
2. Goals of the Project
3. ELED 3102 Questionnaire
4. University of Minnesota Bush Foundation Grant Research Project Profile

Members discussed the timeline for the new round of grants, and agreed to send out the statement of interest to faculty the week of November 28; due date for return is December 20. Sungur said the Goals of the Project form is ready to be distributed, asking committee members for permission to e-mail it to the faculty; noting the faculty can print the form and submit by campus mail or submit it electronically. Members agreed to add the statement, "You will be asked to detail your project at a later time" to the Statement of Interest.

Support of the Projects

- 5 projects at \$2000
- Encourage some to apply for TEL Grant

Sungur received approval by members to send the Statement of Interest to Faculty the week of November 28; and will direct faculty to the website to complete the application.

University of Minnesota Bush Foundation Grant Research Project Profiles

Sungur discussed the project profile document for faculty participating in the Bush Grant prepared by MGT. He noted that much of this information exists on the website; Pederson/Sungur will prepare the document for each project. Sungur said Project participants would be asked to review the document and include additional information if needed. Members agreed to post the document to Sharepoint and to integrate responses into the reflection log.

ELED 3102 Course Questionnaire

Solvie discussed the questionnaire (COLBS, generic on-line) she gave her students mid semester, tracking the four learning styles. Members discussed sending a form to project participants on learning styles they focused on, and if they will participate this semester. Sungur, Benson, and Solvie will work on the "Assessment Tool," and will send an e-mail to the Bush IT Core Group for review. With the Core Group's approval, Sungur will send the "Assessment Tool" to project participants next week.

Pederson distributed focus group notes from the November 8 Evaluator Visit (Robert Holloway) to members.

There will be no meeting November 28 or December 5.

Meeting adjourned at 2:15 PM.

Submitted by:
Linda Pederson



Archibald Bush Foundation



ENHANCING STUDENT LEARNING THROUGH INNOVATIVE TEACHING AND TECHNOLOGY STRATEGIES: ENGAGING STUDENTS BY TEACHING TO MULTIPLE LEARNING STYLES

12/12/05

Proposed Agenda:

- IccIT, Inter-campus Communications on Innovative Teaching
 - Are we going to continue
 - What will be the topics
- Creating an efficient, effective, responsive faculty support system on IT
 - Are we going to create a model?
 - Better dissemination of information
 - Training versus Informing
 - Training versus Support
 - Faculty Workloads and Instructional Technology Training: Is it faculty's job to learn technical details or is it wasting faculty's invaluable time?
- Applications for the second year
 - Call for Statement of Interest
- Focus for 2006: Using IT on course assessment and evaluation
- Student Learning and Project Assessment and Evaluation
- Annual Report
 - General
 - Project
- Other
 - Learning Style Inventory (e-portfolio)
 - Integrated comprehensive possible uses of podcasting

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Announcements:

Project Achievements as Outcomes:

- **Pam Solvie**, Assistant Professor of Education and **Molly Kloek**, UMM Student and Member of Consulting Group, Society for Information Technology & Teacher Education, 17th International Conference March 20-24, 2006, Orlando Florida, accepted for presentation (very selective),
<http://www.aace.org/conf/site/default.htm>
- **Byungik Kahng**, Assistant Professor of Mathematics, panelist, UMN TEL Seminar Series, Wednesday, October 5, 2005, Effecting Programmatic Change with Learning Technologies, <http://dmc.umn.edu/series/fall05.shtml>
- **Becca Gercken-Hawkins**, Assistant Professor of English, panelist, UMN TEL Seminar Series, Wednesday, December 7, 2005, Using Technology to Shape and Support Learning Communities, <http://dmc.umn.edu/series/fall05.shtml>
- **Tammy Berberi**, Assistant Professor of French, *Worlds Apart: Disability and Foreign Language Study*, Inter-Campus Conversations on Innovative Teaching, November 1, 2005
- **Molly Kloek**, Learning styles, see *Learning Styles Resources*, and *Teaching to Diverse Learning* www.morris.umn.edu/TEL/
- November 1, 2005 Event, "Inter-Campus Conversations on Innovative Teaching",
- July 7, 2005 Event, "Engaging Students with Multiple Learning Styles Using Technology Tools",
- May 4, 2005 Social Event

A Simple Assessment/Evaluation Proposal:

7. Ask your students to take one of the learning style questionnaires. See below to locate them.
8. Place your students in one of the categories.
9. Produce distribution of students' performance, e.i. exam and/or homework scores, project grades etc., to the learning styles.
10. Send me the data in any format that should look like to this:

Learning Style	Score 1	Score 2	...
xxx	67	78	
xyz	98	100	...
...
11. Specify whether or not you have used any special technique from your project that may affect the above scores.
12. I will carry out the statistical analysis of the data and send the results back to you.

NOTES:

- There are two online learning style inventories that I can locate:
 1. Sensory Modality Inventory (auditory, visual, kinesthetic) This can be taken at
<https://vcassl.d.umn.edu/public/sensoryModalityInventory.php>
 2. Kolb inventory (diverger, assimilator, accommodator, converger) This can be taken at
<http://www.cloudnet.com/~edrbsass/kolblearningstyle.html>
- To learn more on learning styles please visit
<http://www.morris.umn.edu/TEL/lsresources.html>

- If you have used any special tool that you have developed through the grant for the performance measure, let me know.
- Every thing will be confidential. The data and the results will not be used or mentioned anywhere else. The sole owner of the data and results will be the faculty.

Bush IT Core Group Meeting

Monday, December 12, 2005

1:30 PM – 2:30 PM

Location: Faculty Center, East Annex

Present: Engin Sungur, Pam Gades, Karen Cusey, Katherine Benson, Paul Myers, Roger Boleman, Molly Kloek and Pam Solvie

The meeting began at 1:30 PM. Sungur distributed the agenda to committee members.

Announcements:

- Pam Solvie and Molly Kloek will present at the Society for Information Technology & Teacher Education, 17th International Conference March 20-24, 2006 in Orlando, Florida. Sungur noted the Bush Grant would provide funding for conference registration and travel expenses.

IccIT, Inter-campus Communications on Innovative Teaching

- Members discussed continuing the IccIT; Focus for 2006 is Using IT for course assessment and evaluation. Sungur said the next IccIT scheduled for February would need to be coordinated with the four campuses. He said we will ask for contributions from the other campuses, but Morris will host the event.
- Solvie suggested building more time into the event, allowing for question/answer time for presentations.
- Discussed presenters for the IccIT event in February.
- Discussed funding of event; Sungur said he will be attending a TEL Meeting on Wednesday, and would ask for support.
- A member suggested the IccIT be every other month (February/April), instead of every month.

Support System

Members discussed creating a model at UMM; suggestions included:

- Create a support system and coordinate. Discussed responsibility of different areas (FCLT, Computing Services, Media Service)
- Inform the faculty, provide more support
- Hands on training
- Gades suggested a podcast session in April and discussed possible areas this could be used to demonstrate (dances, enrollment, admissions, etc)
- Create 2 models (Desk Side Coaching and Continued support)
- May create more interest to pursue a program if the faculty are shown how it affects a course, how a program is used in a course, and student achievement.

- Advertise job to students with an interest to learn; training provided. It was suggested a training certificate be presented to student. Sungur noted the Science 3625 (support center) will be open again if we are able to find students interested in working in the support center.
- Need incentives to keep students (and faculty) involved with the support center.

Technology Plan

Boleman said Computing Services, Media Services, and the Library are working on surveys and they will be sent out in spring semester.

Student Learning and Project Assessment and Evaluation

Sungur discussed the learning style questionnaires; he said faculty should ask their students to take one of the questionnaires and place students in one of the categories. Faculty should submit the results to him and Sungur will carry out the statistical analysis of the data and return the results back to the faculty.

Bush Statement of Interest 2005-06

Statements of Interest have been received, more expected.

Next meeting in 2006.

Meeting adjourned at 2:30 PM.

Submitted by:
Linda Pederson

**Bush IT Core Group Meeting
Wednesday, April 26, 2006
11:00 AM – 12:00 Noon
Location: Faculty Center, East Annex**

Present: Engin Sungur, Katherine Benson, Karen Cusey, Pam Gades, Paul Myers, Pam Solvie and Molly Kloek

Absent: Roger Boleman

Consulting Group

- Meeting will be set up soon
- Students are hired, Linda to complete contracts. Students are Molly Kloek, Brady Alsaker, Matt Helgeson and Trent Wold. Molly, Brady, Trent will be paid from the Bush Grant, Matt from the TELS GenEd grant)

Funding

- IT Core Group will receive pay at beginning of summer
- IT Project Participants and IT Consulting Group will receive _ pay at beginning of summer, _ pay at end of summer. IT project participants receiving a smaller amount will receive full pay at beginning of summer.
- Pay for staff in IT Consulting Group can request funds for travel (Karen Cusey, Pam Gades); (grant funds can't be transferred to a department's budget.)
- Staff (IT Core Group) will receive pay through travel from the Bush grant.

Fall Faculty Retreat

Sungur asked for suggestion for designing the Innovative Teaching component for the Fall Faculty Retreat. Cusey, Boleman, Gades, and Sungur agreed at the last meeting to be part of the committee; Sungur said the FDC is meeting May 2, and will appoint additional faculty to plan the retreat. Some suggestions follow:

- Develop prototype that incorporates all tools and have ready for FFR
- Session title based on course to demonstrate tools (Wikki/Blogs)
- Course to set up demonstration site using alternatives to WebCT
- Demonstrate all tools (moodle, Sakai, Croquet, clickers, etc)
- Tools – models from existing courses, not from only one class
- Tools available, discuss prototype and details
- Interdisciplinary Course (pull tools from other courses)
- A member reported Greg Thorson said he is interested in presenting at the Fall Retreat (T-Wikki/clickers).

Sungur said IT Core Group should complete an application for Bush Grant. (Interdisciplinary prototype to use at Fall Retreat.

Bush IT Social Event – May 3, 2006

The Bush IT Social Event is scheduled for Wednesday, May 3 at the LaFave House, 5:30-7:00 PM. Members of the Bush IT Core Group, Consulting Group, and project participants will be invited. Participants will enjoy wine, cheese and other refreshments.

It was suggested to cover at orientation (one-page informational)

- Summer schedule
- Outline of last year
- Goals or projects that need to be completed
- Reflection logs
- Assessment (should be discussed at beginning of project)

Meeting to be scheduled with all Bush Grant (06-07) participants, Monday, May 15 or Tuesday, May 16. Linda will request available times from participants, may possibly schedule it over noon hour as brown bag lunch.

Submitted by:
Linda Pederson

**Bush IT Core Group Meeting
Wednesday, April 19, 2006
11:00 AM – 12:00 Noon
Location: Faculty Center, East Annex**

Present: Engin Sungur, Roger Boleman, Karen Cusey, Pam Gades, Molly Kloek and Katherine Benson

Absent: Pam Solvie and Paul Myers

The meeting began at 11:05 A.M.

Bush IT Consulting Group

Sungur said the Bush IT Consulting group should plan to meet soon, and suggested after this first meeting to begin planning an event for project participants to meet the faculty, staff, and students of the Bush IT Consulting Group. Members discussed planning an event such as the event held May 05 at the LaFave House.

Fall Faculty Retreat (Design/Organization/Content)

Sungur discussed the Fall Faculty Retreat and design of the Retreat. Sungur said the FDC will set up a committee to organize the retreat at the next FDC on May 2, but asked for IT representation because the retreat has a component on technology. Gades, Cusey, Boleman, and Sungur agreed to represent the IT Group. Discussion included format and issues including:

- Technology support
- Time management/time issues
- Awareness of what is available
- Forums/discussion
- Instruction technology tools
- PowerPoint/discussion
- Portal

Suggestions for parallel sessions:

- Teaching/Research Issue
- Technology Learning & Using – Count toward tenure
- Recognition – Technology Learning as a component

Sungur said it is important to set up as interactive sessions; keep presentations short to allow time for discussion.

Funding

- Project members, Bush IT Consulting Group will receive half of pay beginning of June, other half at the end of summer (August).
- IT Core – receive funds through travel
- Sungur said \$2000 is available for an additional project; a member suggested a sub-group to develop a sample course.

SWOT Analysis

Members discussed creating an efficient, effective, responsive faculty support system on IT (SWOT). Discussion included strengths, weaknesses, opportunities and threats. Pederson distributed Benson's completed SWOT analysis form to the members.

Meeting adjourned at 12:04 PM.

Submitted by:
Linda Pederson

**BUSH IT CORE MEETING
WEDNESDAY, APRIL 5, 2006
11:00 AM – NOON**

Present: Katherine Benson, Engin Sungur, Pam Solvie, Roger Boleman, Pam Gades

Absent: Paul Myers, Molly Kloek

IccIT Bush Event, April 4, 2006.

Issues discussed concerning the event included:

- Topics Technical problems (small problems affects all)
- TC campus handles Breeze group quite well, other campuses need same type of support
- Collaboration efforts
- Alternative learning techniques
- Need tech support at all sites

Other discussion included:

- a set of instructions from Digital Media Center (what to do and what not to do) BreezeLive/Power Point presentations.
- It would be helpful to have Lance from TC come to UMM to show us how to run a BreezeLive meeting.
- Design of room, informal setting
- Multi-tasking/interactive environment
- Support collaborative group work, design 4 to 5 groups with computer for each group. Good to have computer to type questions, better interaction.
- Suggested to use 3 screens – one each for person, PowerPoint, and comments
- Ask for follow-up – blog for further questions or comments.
- Participants should be informed how they can contact the speaker – good to continue the conversation
- Problems encountered need to be addressed, corrected
- Related with state of technology at U – images should be smooth, sound should not go bad
- Network infrastructure problem

Bush IT Consulting Group members:

Members of the Bush IT Consulting group will include Pam Gades, Karen Cusey, Michele Page, Nic McPhee, Kristin Lamberty, Pam Gades, Molly Kloek, Brady Alsaker, and one additional student (yet to be hired). Sungur said a meeting should be arranged with the Consulting group.

Fall Faculty Retreat 2006

- Parallel sessions, one session will include technology
- Discussed other sessions,

- ☐ syllabi (what to include),
- ☐ engage students with technology
- same format as last year, all speakers from UMM
- Partial funding from Bush Grant for Fall Retreat, free to Bush Grant participants.

Submitted by:
Linda Pederson

Bush IT Core Group Meeting
Wednesday, March 29, 2006
11:00 AM – 12:00 PM
Location: Faculty Center, East Annex

Present: Engin Sungur, Paul Myers, Pam Gades, Katherine Benson, Pam Solvie, Molly Kloek

Karen Cusey, Roger Boelman

Guest: Matt Helgeson

Sungur distributed the proposed agenda to members.

IccIT April 4th event

- Location changed to University Room
- Lunch will include pizza, salad, beverage, dessert
- Funding from Faculty Center, Computing Service, Media Services
- Event planned for 40

Consulting Group

- Discussed faculty for the consulting group, one student still to be hired
- Must organize Consulting group activities
- Matt to show Molly and Brady what he has done and what he is working on.

Podcast Test Server

- Matt demonstrated the Podcast test server to members
- Instructions for using the Podcast test server included in handout distributed at the meeting today.
- Software is running on server and MAC Computer

Discussion included:

- It was questioned who would be in charge of the podcasting server and if it would be housed in computing services?
- X500 password protected
- Good idea to have formal and informal training
- Issues of information release
- TAFS/Bush Events for podcasting
- Need to develop standards, policies and guidelines for campus.
- Podcasting would take support staff, release form, and agreement by faculty.
- Get permission from presenter, we now have the tools to podcast
- Restrictions can be set up, but it is difficult to limit distribution

- Art and Cultural events may pose an issue for Podcasting. Copywrite work (i.e. plays) may not have permission to podcast.
- Need a group to look at security, UMM policy on podcasting.
- As server provider, policy can be set up on content of podcasting

SWOT Analysis of the UMM Support System

Sungur discussed the SWOT analysis tool with the committee, noting it would serve as one of the objects of the grant (assessment/evaluation of grant progress). The IT Group was asked to complete as much of the form as possible by the next meeting.

Submitted by:
Linda Pederson

**Bush IT Core Group Meeting
Wednesday, March 15, 2006
11:00 AM – 12:00 PM
Location: Faculty Center, East Annex**

Present: Engin Sungur, Paul Myers, Pam Gades, Katherine Benson, Pam Solvie, Molly Kloek and
Karen Cusey.

Absent: Roger Boleman

Documents distributed:

- Proposed Agenda
- April 4 (planning notes from 3/9/06)
- Bush IT Core Group Meeting Minutes (3/1/06)
- E-mail Announcement/Bush IT April 4 event
- Project Detail (Ahern)

Discussed schedule for the April 4 event.

- Carol Carrier will do the introduction (11:30- 11:45 AM)
- Discuss e-mail invitation, changes made. Pederson will e-mail on Monday, March 20, RSVP requested by March 24.
- Event will be held in the LaFave House (will do a practice session, if internet connection does not work for BreezeLive, the event will be held at the Alumni room. Both locations are reserved
- Lunch will consist of pizza, salad, bottled pop/water, bars. Pederson will order through Sodexo. (Cost of pizza is \$16.50, each cut into 8 pieces) Will order seven pizzas, will make adjustment according to number of people who RSVP.

Discussed the new proposal submitted by Ahern. Sungur will talk with Ahern and clarify some areas of concern. Myers will submit a proposal by Friday.

Consulting Group

Members discussed possible faculty for the Consulting Group. Some suggestions included the following faculty:

- Wikki – Nic McPhee (He is willing and is available during the summer)

- Croquet/Wikki – K. Lamberty (would need Disciplines approval)
- Greg Thorson – PRS
- Michele Page – Assessment & Evaluation (Solvie will contact her)
- Cheryl Stewart – Learning Style Courses

Members discussed a list of IT Tools – students can begin researching.

1. PODCASTING
2. CROQUET
3. PRS
4. WIKKI
5. BREEZE PRESENTER
6. QUIZ TEST
7. ONLINE TEST PROGRAMS
8. DISCUSSION BOARD TOOLS
9. POLLING TOOL

Meeting adjourned at 12:00 PM.

Submitted by:
Linda Pederson

Bush IT Core Group Meeting
Wednesday, March 1, 2006
11:00 AM – 12:00 Noon
Location: Science 2530

Present: Paul Myers, Pam Gades, Engin Sungur, Karen Cusey, Katherine Benson and Molly Kloek.

Absent: Roger Boleman and Pam Solvie

The meeting today was the Wiki Training presented by Pam Gades. The committee discussed the various features and using it with this year's projects.

Announcements

Sungur said we have received additional funds of \$4500 for year two to support projects. Sungur noted the funds remaining from year one was mostly transferred to travel funds.

Sungur said Tammy Berberi would prepare and submit a proposal for a new project this year; funding is available.

Paul Myers will consider proposing a wiki project for one of his courses for Fall 2006.

Pederson mailed the document (which included comments from the Bush IT Core Group) to all project participants on Monday, February 27, asking participants to detail their project proposal, make appropriate changes and return.

Sungur and Gades will meet next week in regards to the April 4th event.

Submitted by:
Linda Pederson

Bush IT Core Group Meeting
Wednesday, February 22, 2006
11:00 AM – 12:00 Noon
Location: Faculty Center, East Annex

Present: Engin Sungur, Pam Solvie, Roger Boleman, Karen Cusey, Paul Myers, Pam Gades and Molly Kloek

Absent: Katherine Benson

The meeting began at 11:00 AM in the Faculty Center. Sungur distributed the proposed agenda for today's meeting.

Bush IT Core Group Meeting 2/15/06
Members approved the Bush IT Core Minutes dated 2/15/06.

Project Proposals – Year 2
Award letters mailed to the eight project participants.

- Five projects funded at \$2000
- Three projects funded at \$500

Project Details
Sungur distributed a copy detailing each project for review and discussion. Sungur said each document includes the project evaluation comments from the IT Core group, and this document asking for project detailing or modification will be sent to each project participant this week.

Additional funding \$4500
Sungur said additional funding and its use will be discussed at the next meeting.
Suggestions:

- Travel or additional projects?
- Money for tools to assess Learning Styles formally. Need good tools to report findings, not generic tools.
- Additional Consultants
- Training

IccIT, Inter-campus Communications on Innovative Teaching

- Sungur said this must be set up according to grant requirement. We will work on it.

Press Release

- Eight Projects (Sungur)

Student Workers

- Sungur reported the students are working on Croquet and PodCasting
- Need to know the student office hours for scheduling purposes.

Projects for Year 2

Copies distributed for review and discussion. Sungur said the list is not complete and asked members to review and detail each. It was suggested to also ask the Bush IT students to research teaching tools to improve the list. Sungur said this information would aid in creating the IT Tools, training and help required for each project. The group discussed making the document available for members to update the list, suggestions included:

- post on WebCT Vista or SharePoint
- post on TEL website
- e-mail as a word document, following a distribution list path
- Set up UMM Wikki for group. Molly will talk with Matt to set up a site for us on the UMWiki site.
- suggested dividing the projects between the members for efficiency – not having everyone work on every project

Gades noted the TEL Website needs updating.

- Student names/office hours
- Archive Year one

Next Meeting

The Bush IT Group will meet on Wednesday, March 1 at 11:00 AM in Behm39 (now changed to Science 2530) for a UMWiki demonstration by Gades. Agenda will include:

- Project details
- Design IccIT Conference in April (Sungur/Gades will send a note to Linda - TC)

Submitted by:
Linda Pederson

Bush IT Core Group Meeting Wednesday, February 15, 2006 9:30 AM – 10:45 AM

Location: Faculty Center, East Annex

Present: Engin Sungur, Pam Gades, Karen Cusey, Pam Solvie, Molly Kloek, Roger Boleman and
Katherine Benson

Absent: Paul Myers

The meeting began at 9:30 AM in the Faculty Center. Sungur distributed the proposed agenda for today's meeting.

Year 2 Budget

Sungur distributed a copy of the Year 2 budget for review and discussion. Sungur noted that there is a carry over from last year's budget; this amount will be added to the year 2 budget. Sungur reviewed each budget category with the members, noting his explanation and comments. Sungur said he will request \$4500 additional funding to supplement the projects, travel, or as directed by the IT Core Group.

Consulting Group (4 students, 3 Faculty, 2 Professional Staff)

- Suggested to hire three students instead of four
- Need to select the faculty for the consulting group
- Sungur will ask for flexibility of funds (may need flexibility with the Professional Staff)

Project Participants

Sungur has met and discussed the projects in more detail with the applicants. Sungur noted the following:

Project # 1

- Faculty thought grant was for equipment. Faculty is leaving UMM, funding denied.

Project #2

- Sungur discussed ways to integrate project with course, noting a group of Art History faculty will be involved with the project. Discussed the project, and involvement of the Consulting Group students. Sungur said everything is on slides for the discipline, would give assistance in integrating podcasting, and in organizing the database. Members agreed to fund the project at **\$2000.**

Project #3

- This is continuation from last year's project. Sungur said the faculty member will do more assessment and integration of the project in his course; will use his experience to evaluate various projects. Project will receive **\$500** partial funding, more if additional funding becomes available.

Project #4

- This is continuation from last year's project. Project will receive **\$500** partial funding, more if additional funding becomes available.

Project #5

- Project would involve other faculty from the discipline, discussed the project (heard about it through a Conference). A member would like more information from the website on the equipment and software. Project funded at **\$2000.**

Project #6

- Funded at **\$2000**

Project #7

- Funded at **\$2000**

Project #8

- Funded at **\$2000**

Members agreed to fund five projects at \$2000 each and two projects at \$500. If additional funding becomes available, the two projects may receive additional funds. Sungur will contact the IT Core Group for advising the allotment of the additional funds when he receives notification.

The committee discussed offering additional funding for completion of projects from last year; a member suggested reviewing the final project reports. Sungur would invite Tammy Berberi to participate this year to complete and assess the project from last year. A member suggested that Min Zhou would be another possibility. Additional funding will be available, amount to be determined.

TEL Grant

Pam Solvie will serve on the evaluation group for the U of M TEL projects.

Personal Response Systems

Members discussed the personal response systems available.

1. WebCT Vista integration is possible with more than one of the major competitors
2. E-Instruction – It was noted that E-Instruction equipment is free as far as the presenter, but students purchase their own response units and pay a fee to be registered for each semester. E-Instruction claims to be low cost for the student.
3. InterWrite (GTO-Calcomp) – Several funding models, but can be handled similar to E-Instruction system. Higher quality personal response units and more choices for types of response systems (IR, RF, and wireless). Seems to be the system that the Chemistry faculty have decided on.

It was suggested to test more than one system, allowing for comparison of the systems. Members suggested E-Instruction (Thorson) and comparison of two systems (same class) by the Chemistry Discipline.

Sungur discussed the Croquet Project – game-based software developed by the University

Sungur said Science 3625 is fully functional; it is set up with Mac, PC, and telephone. Students working with the Bush Grant are Molly Kloek, Brady Alasker, and Matt Helgeson (MSAF).

Suggestions for student work included:

1. Separate projects, list resources available for each
2. Learn Dreamweaver
3. TEL Website: update and maintain

Sharepoint

A member requested a different site instead of Sharepoint for collaborative/record-keeping for the Bush Grant. She commented that Sharepoint could not do things the old WebCT could; finds it very frustrating. Gades said that she agrees that Sharepoint is difficult to use. Discussed the IT Core Group trying WebCT-Vista as a possibility.

TEL Website

Gades will work with the TEL Website; the templates do not comply with UMM's template and changes to the site are difficult to make. She will work with the students.

IT Core Group Meeting 1/30/06

Members approved the Bush IT Core Group minutes dated 1/30/06.

Bush IT Core Group Meeting 2/22/06

Members discussed the agenda for the next meeting scheduled for Wednesday, February 22. To accommodate everyone's schedule, the meeting time is changed to 11:00 AM. Sungur asked members to compile a list of areas to aid assistance to the projects for the meetings. Selection of the Consulting Group (3 Faculty, 2 Professional Staff) is also on the agenda. Benson said she may not have time to be on the IT Consulting Group due to summer commitments, but is willing to remain as a Bush IT Core Group member.

Breeze Live Presentation

Discussed Breeze Live presentation, tentative date is April 4. Members discussed location, suggestions included:

- present in HFA; everyone participates by their own computer
- present in classroom with computers

Gades will check into location for the Breeze Live presentation.

Participation in 2006 Bush Grant

Letters mailed this week to project participants.

Documents distributed at today's meeting included:

1. Bush IT Gore Group Meeting Agenda 2/15/06
2. Bush YR 2 Budget
3. Assessment of Priorities
4. Bush IT 2005 Grant Participation Letter (review and editing)
5. Bush IT Core Group Minutes 1/30/06 (for review and approval)

Meeting adjourned at 10:45 AM.

Submitted by:
Linda Pederson

Bush IT Core Group Meeting
Monday, January 30, 2006
1:00 PM – 2:30 PM
Location: Faculty Center, East Annex

Present: Engin Sungur, Pam Gades, Karen Cusey and Katherine Benson

Absent: Paul Myers, Roger Boleman and Molly Klock

Bush IT Project Proposals 2006-07

Pederson distributed copies of project evaluation (compiled comments from committee members) for discussion. Discussion included:

- Sungur suggested that we fund all projects if possible

- A member stated major concerns with a couple of projects and opposed funding them at all. Others from the Core Group also commented in writing regarding the proposals that were requesting equipment – grant does not support purchase of equipment.
- Some projects are closely related, discussed combining projects because of similarity. Resources shared by participants.
- Project funding. It was suggested to fund them all. There was opposition to this unless we can solicit more information and get clarification on the proposals we are concerned with.
- Most projects are missing Course Integration Component and also have not addressed learning styles
- One member suggested that faculty be made aware of their time commitment for attending training, meetings, and that they will be asked to present on their projects
- Set dates for events, should know who is available – would like to have a couple projects at each presentation
- Sungur will discuss with each of the project applicants the concerns of the committee, funding of project, and emphasize the grant does not fund equipment. A member asked that Engin not discuss with the applicants the amount of each award at this time and that he should ask for additional information. Concern was raised that we are making decisions with only two members of the Core Group present. (one member arrived late in the meeting after these discussions took place.)

Consulting Group

Upcoming task – set up consulting group. Benson was asked if she would want to participate in the Personal Response Systems project, should we combine two proposals concerning this technology and add Benson and possibly Nancy Carpenter who has expressed interest in this technology. Benson could serve on the IT Core and also be a project participant. She is considering whether she would be on the Consulting Group and mentor/assist the faculty on these projects.

The Bush IT Core group planned to meet on Monday, February 6 at 1:00 PM in the Faculty Center (Editorial Note: This meeting did not take place and was postponed). The agenda will include project proposal funding and Sungur's report following his meetings with the project applicants.

Meeting adjourned at 2:30 PM.

Submitted by:
Linda Pederson

Monday, January 23, 2006
1:00 PM – 2:15 PM
Location: Faculty Center, East Annex

Present: Engin Sungur, Pam Gades, Karen Cusey, Roger Boleman, Paul Myers, and Pam Solvie

Absent: Katherine Benson and Molly Kloek

SITE Conference

Pam Solvie and Molly Kloek will attend the conference in March. The Bush IT Grant will cover the cost of lodging, registration and airline tickets for each; estimated at approximately \$1500 per person.

Bush IT Statement of Interest

Members discussed the Statement of Interests received and amount of funding available. A member noted the proposals fall in three categories:

- Continuation of this year's project
- Request for equipment
- New proposal for learning styles

Members agreed to allow the continuation of projects. The Bush Grant provides funding for a Faculty Stipend, not the purchase of equipment. Applicants requesting equipment will be notified that the grant does not support equipment purchase. Members discussed possibly funding all project proposals received; additional project information will be requested. Discussion included:

- Funding available – Current year (5 projects, \$2000 per project), \$2000 carry over from last year.
- More information needed on two project proposals concerning equipment. The grant does not support equipment purchase. Must ask the project applicant if the equipment is currently in place, and how the project will be implemented
- How project will fit into the course, request pedagogical information.
- Suggested informal meetings to gather information with applicants requesting equipment. (Roger/Dave)
- Project participants should know what the expectations are such as:
 - 1) Specific dates, 2) Reflection logs, 3) Workshop attendance
- Additional funding may be available for project through TEL Grant; Sungur said he would help with application process. Deadline for applying is February 16.
- Equipment may be purchased through Tech Fee, proposals deadline in March

Sungur asked that each IT Core group member respond to him with their concerns/questions for each of the project proposals prior to next Monday's meeting. Responses will be compiled and sent back to the IT Core group members and then Sungur will talk with each project participant personally.

Members agreed to submit their responses for each project proposal regarding:

1. What questions or concerns do you have regarding this proposal?
2. What further information do you think is needed?

Consulting Group

Need to set up Consulting Group for this year based on the needs for the approved projects.

TEL Grant

Sungur suggested applying as a group (Faculty Center/Computing Services/Media Services) to TEL Grant for our continuing Breeze Live Conference Series, Spring

semester. Sungur will write a proposal to TEL to get support for meetings in March and April. Suggested PowerPoint presentations, podcast, training materials, etc.

Meeting Time

Members discussed the meeting time and date. Pederson noted a schedule conflict with one member and suggested an alternate day and time. Members decided to continue the meetings at 1:00 PM on Mondays; Sungur will relay information to Kloek following the meetings.

The Bush IT Core Group will meet on Monday, January 30 at 1:00 PM in the Faculty Center.

Meeting adjourned at 2:15 PM.

Submitted by:
Linda Pederson

BUSH IT CORE GROUP MEETINGS (2005-2006) – YEAR 1

**Bush IT Core Group Meeting
August 17, 2005
9:00 – 9:50 AM
Location: Faculty Center**

Present: Engin Sungur, Paul Myers, Scott Esler, Linda Pederson

Absent: Pam Gades, Katherine Benson

PROJECTS UPDATE (ESLER)

- English project is completed. Two faculty have been trained, one training to do. This project will reach a minimum of 100 students this year.
- Project with Thorson has not progressed.
- Project for Pam Solvie – Students have spent 100 hours on this project during the summer.
- Foreign Language project – the students' part of the projects was a success – project is progressing well. Min Zhou met with Media services – they will do the video copying for her.
- Physics Projects – discussed with the students what to do; but they did work.
- Eleana Machkasova and Nic McPhee - much completed during the summer.
- Math Project – met with the students, but did not need additional help.
- English Web page is completed.

REFLECTION LOGS

Esler reported they have received several reflection logs. IT Consulting Team students will also complete a reflection log.

PROGRESS REPORT

Esler will e-mail Sungur and Pederson the completed progress report.

2005-2006 BUSH GRANT ACTIVITY

Science Room 3625

- Discussed possibility of keeping the room during the Academic School year. Sungur will discuss with Computing Services the possibility of shared student support and the use of the PC computer.

Membership of IT Core Group

- Need replacement for Scott Esler (student support) and Karen Johnson (staff support). Discussed possible candidates. Sungur will contact Molly Kloek and Matt Conner about serving as a member of the IT Consulting Group

Discussed the proposals for 2005-06, (as noted)

- Will follow the same schedule for proposals next year.
- Will stress how much work is required during the summer.
- Will support 5 proposals – each project will receive the full amount
- Get new faculty involved
- Esler noted that the English project would continue; Solvie and Berberi projects will span and use will continue.
- Assessment and Evaluation Tool is almost done, but need to have a call from Benson today in order to complete it.
- Next year's topic will be "Assessment and Evaluation."

Meeting adjourned at 9:50 AM.

Submitted by: Linda Pederson

**Bush IT Core Group Meeting
August 3, 2005
9:00 AM – 9:20 AM
Location: Faculty Center**

Present: Engin Sungur, Scott Esler and Paul Myers

The students' contracts for the Bush IT Consulting group will be ending soon. Esler said the last day of work for Matt and Molly is August 15; last day of work for Aaron is August 22. Esler reported the students have completed many projects; a list has been made of completed and uncompleted projects. Esler said by mid-week a preliminary report will be done; a draft report will be sent to Sungur.

Esler noted:

- Eleven faculty are working on eight projects and seven are near completion. He said two faculty members are working on own projects; but are sending updates to the students. Esler said two projects may not get help from them (as their contracts are ending in the next few weeks), but items have been ordered for the projects.

Academic Year 2005-06 Discussion

- Discussed Science 3625 - should it be kept for next year? It was suggested to keep the room if possible. Esler said because the computers were borrowed for

- the summer, the will be removed from the room within the next three weeks. Esler said they would make images on CD of everything on the computers, allowing easy upload to another computer.
- Student availability for next year? Esler noted that both Molly Kloek and Matt Harren have another job on campus.
 - Sungur asked Scott Esler if he would be interested in being part of the Consultant group next year – Esler replied he would be interested in being part of the meeting group.
 - Esler said the consulting group would need to pick up the slack after the students are done this summer, i.e. sending e-mails to faculty. Sungur agreed to send e-mails.
 - Sungur asked Esler if he had names of students for the Consulting Group if he was unavailable next year. Esler recommended Molly Kloek.
 - Discussed Bush IT consulting group membership for next year. Agreed to ask the new Director of GenEd to replace Karen Johnson.
 - Discussed format to follow next year and the selection of a topic. Assessment was suggested as a possible topic, but more discussion at next weeks' meeting.
 - Will have a discussion next week with Computer Service and the new GenEd Director about using Science 3625 with the Bush IT Consulting Group.
 - Sungur requested that students fill out the Reflection log. Esler said he would ask the students to fill out the Reflection Log after the Reflection paper is completed.
 - Support is available for travel next year.
 - Fall Faculty Retreat 2006 will be a technology topic, support in part by the Bush Grant.

Submitted by:
Linda Pederson

Bush IT Core Group Meeting
9:00 – 10:00 AM
June 1, 2005
Location: Faculty Center

Present: Engin Sungur, Pam Gades, Scott Esler, Katherine Benson

Discussed the students work in the IT Consulting group. Tutorials are on-line. Work is progressing well. Discussed Breeze tutorial, students will talk with Karen Johnson today about the templates for Breeze. Sungur said there would be no new student staffing.

Benson asked if students could help set up program for assessment of General Education. Esler replied that next week students should have time to work on this.

Sungur asked Pam G. and Linda P. to order a 20" IMac computer through the Faculty Center for use by the Bush IT Consulting group this summer, after which the computer will be returned to the Faculty Center.

Gades discussed the Bush IT Web pages with the members. Esler said the pages can easily be updated using the new templates.

Submitted by: Linda Pederson

Bush IT Meeting

April 20, 2005

Brief Description of the 4 workstudy students (summer) job duties.

Sungur noted Andy Anderson is not available to work during the summer.

Reminder – April 28 workshop in MPLS.

Pam – offer workshop after spring semester ends.

End of May COTF associatedcolleges.org

Consulting group – prepare 2 page report, meet by Wednesday.

Scott – scheduled to meet with students, discuss schedule, when they will be able to start work after semester ends.

Invite consulting group to next Bush Meeting – oral report.

Next weeks' meeting schedule for 8:30-10:00 AM.

Consulting group summer schedules?

Social Event – 5-7 PM - May 4

Check with Maggie (LaFave House)

Social Event (wine, cheese/meat tray, shrimp cocktail, BBQ sausages, juice, fruit tray)

Katherine/Linda – Invitation (RSVP/Linda)

Linda – refreshments

Science 3625 (Bush IT Work Room)

Science 3515 (Bush IT Projects Manager, Scott)

Consulting group members include:

3 faculty

Pam Solvie
contract)

Greg Thorson

Tom Johnson

2 Staff

Pam Gades

Karen Johnson

4 Students

Scott Esler (Project Manager) (casual/temp

Matt Harren (28hrs/week)

Molly Kloek (40 hrs/week)

Aaron Vasecka (40 hrs. week)(casual/temp

contract)

Bush IT group: Engin Sungur, Pam Gades, Karen Johnson, Paul Myers, Scott Esler,
Katherine Benson, Linda Pederson

Bush Grant Meeting Notes – April 27, 2005

Present: Engin Sungur, Katherine Benson, Tom Johnson, Pam Gades, Paul Myers, Scott Esler.

Consulting Group Faculty Members: Greg Thorson, Tom Johnson, Pam Solvie

Grant Proposal

1. Understanding Learning Styles
2. Pedagogy
3. Technology

How to integrate, understand and help project.

Core group – provide integration and organization – provide expert knowledge & input.

Summer – IT group worked on

Course, contact,

Interaction and communication *first year

Evaluation and assessment

-following year look at the other components

Pam Gades – Share point Sites

- IT Core group /Innovative teaching site – all members have accounts in the site. Can upload documents to share. Pam will send site URL to members.

Workstudy

2 full-time (40 hours week) Molly Kloek, Aaron Vasecka)

1 part-time (28 hours week) (Matt Harren)

Will finalized contracts today at 3:30 PM.(Scott/Linda)

Consulting group will decide jobs.

Project Profiles – comments added at end of project; this will give complete documentation.

Offer Sharepoint training for consultants and project participants.

- Sharepoint is more secure

Reminder of Workshop in Mpls on MPLS.

Other Info

- Projects are a tool to test learning styles
- Different learning styles, needs of students
- Consulting group needs – Core group will oversee all activities, but will not tell participants what to do. Core Group will coordinate assessment as projects move forward.
- Project participants will do monthly reports.

**Bush IT Meeting
March 23, 2005
Faculty Center**

Present: Karen Johnson, Engin Sungur, Pam Gades, Paul Myers, Scott Esler, Linda Pederson

Absent: Katherine Benson

Members of the Consulting Group are:

Faculty: Pam Solvie, Greg Thorson, and Tom Johnson

Staff: Pam Gades and Karen Johnson

Students: Scott Esler and Andrew Anderson (2 students are still needed)

Discussion included procedure to follow for the consulting group.

**Bush IT Meeting
March 10, 2005
Faculty Center – 9:00 AM**

Members present: Engin Sungur, Pam Gades, Paul Myers, Karen Johnson, Katherine Benson, Scott Esler, and Linda Pederson

A report copy was distributed to each member for discussion. Engin noted a few responses from faculty were missing from the report.

Engin discussed the Bush Group and MGT meetings he attended with the group. He said the MGT is in charge of the assessment and evaluation of the overall grant. Members thought it would be best for the survey to stay on campus, not to go to the MGT – would have better control of the survey. Discussed additional survey questions, such as

- Are you waiting for help?
- Where are you stuck at?

Discussed putting WebForm on our site – would send reminder to participant to go to link and fill out the form monthly. Results would be e-mailed to individual IT group or posted on SharePoint. Discussed creating instructions on how to create WebForm for faculty. Scott will talk to Pam and work on creating instructions to put on web site.

Engin noted that he had a discussion with Pam Solvie & Greg Thorson – they shared interesting ideas on Diverse Learning styles.

Consulting group

- Needs to be set up – Pam S. and Greg Thorson have agreed to be in the consulting group – need one additional member. Engin suggested Tom Johnson as the third member – he will talk with Tom about this. Discussed what each would be responsible for:
 - Pam Solvie - **Education Site**
 - Greg Thorson - **Application site of pedagogy**
 - Tom Johnson - **Learning Styles** (if he agrees to be part of group)
- Assign projects for consulting group – provide input we have received.
- Consulting group will consist of three **faculty Members** (Pam Solvie, Greg Thorson, and third member?) **2 staff** (Karen Johnson, Pam Gades – Engin will

talk with their supervisors) **4 students** (Scott Esler, Andrew Anderson (Minh Vo)
3 students are needed, Engin will talk to students)

Scott/Pam will work on the description of each project, instruction for WebForm, and Matrix for the web.

Next meeting – Wednesday, March 16 at 9:00 AM.

Bush Grant Meeting February 16, 2005

Present: Engin Sungur, Karen Johnson, Katherine Benson, Pam Gades, Paul Myers, Scott Esler,
Linda Pederson

Engin reported that the project profiles were e-mail and sent as hard copy to all participants. Permission granted by participants to post on WebCT.

Pam said the portfolio is not a solution, and discussed with the committee Share Point. SharePoint is available, and a private site for the IT group and project participants can be set up. Training will be necessary for participants. Discussion included:

- Who would have access to SharePoint? Log-in access can be given to the people who need it.
- SharePoint – document library for each project, can be set up site for view by IT Core Group and project participants.
- Carol Carrier will need access to the projects – Pam said a long-in can be set up – Carol can give this info to the people that must have access
- Students should receive training for SharePoint to help project participants
- Can put a time-line calendar on SharePoint

Student Employment

- Minh Vo has identified Andrew Anderson to help with his project. Work will begin in May.
- Engin said he would talk with project participants and ask them to identify a student within the week, otherwise the IT core group will find students.

If project participants do not supply a name, an announcement will be put in the Weekly Bulletin, and on the Financial Aid Employment site.

Letter to Project Participants

Engin distributed copies of the letter that will be sent out to project participants for discussion.

Engin will e-mail this letter to each participant and ask for his or her response.

WebCT

1. Should announce who received the grant and project title
2. Provide links to on-line sources
3. It was suggested that a sub-committee or the Consulting group could write a description of the projects for the web – how it relates to diverse learning.

Next week agenda items

- Need to decide on Consulting group
- SharePoint training – will be notified of the time

Bush IT Meeting
February 9, 2005
Faculty Center – 9:00 – 10:00 AM

Members present: Engin Sungur, Pam Gades, Karen Johnson, Linda Pederson

Absent: Paul Myers, Scott Esler,
 Katherine Benson (due to injury, arrived at end of meeting – told highlights of meeting)

Engin told committee about the Bush meeting on the TC campus.

Pam checked on the e-portfolio – was not sure if faculty would have access to input information on not.

- Engin will talk to Dian Lopez about the e-portfolio.
- Engin asked if we could not get e-portfolio – should it be put on web. Engin will talk to Scott Esler about this.
- Pam said the portfolio has changed – different tool than what we had before. Suggested looking at trainings in TC, or can bring someone to Morris for training. She said this would require a lot of time for each project participant.
- Karen said Ethan designed a form that allows faculty to in and add information – said it tracks well.

Engin will have conference call with Assessment group on 2/10/05 – will help design the assessment tool. Engin said he would tell the group that five types of assessment are needed.

1. Survey – what stage is it in?

Project Profiles

Engin distributed copies of the Project Profiles in draft form, asking permission to show to the project participants for review, answer questions, and make necessary changes.

- Engin changed Project profiles with suggestions he received
- Katherine Benson edited new Section L – will help with assessment

Upcoming task:

1. Need to decide on Consulting group members
2. Create trainings – check with faculty to see the different tools in use, who is using what, how it helps and present to faculty.

Pam suggested a small IT Fair – Share different programs used by faculty. (i.e. Moodle, WebCT, Vista, Course Management Systems, msn messenger, discussion board). What faculty is using to interact with students? Pam commented that there is never a good time for the IT Fair when faculty can all come. She told about meeting with each Discipline specifically (1 hr), interaction with faculty on what they are doing and showed tools that could be used. She said this was well-received and got feedback. Karen said

should ask faculty what they are interested in. Karen talked about Teaching by Design – this was a late afternoon/dinner with breakout session. (Over 200 teachers attended)

Engin asked members to create a list of faculty/staff using technology to communicate with students and faculty. Engin will compose an e-mail and send to each faculty asking

1. What are you using?
2. How are you using it in the classroom?
3. Provide links if possible
4. Do you know of a colleague using something interesting?

This information would be put together and make available for UMM faculty – Breeze-Live presentation. Pam said could do a couple of interactive presentations – presentations could be taped for those who could not attend. Karen said it is important to have faculty demonstrate.

Need to determine the Consulting group (2 staff members, 3 faculty members, and students)

Staff - Pam, Karen

Faculty – Greg Thorson, Pam Solvie, (May keep the 3rd faculty member flexible – have available to do presentations – decide what we want faculty to do and amount of money)

Send faculty names to itcorelists.umn.edu

**Bush IT Meeting
January 12, 2005
Faculty Center – 2 PM**

Discussed number of projects – more projects than funds available.

- Will take less stipend, as long as have student help.

<u>Projects</u>	<u>Funding \$</u>
1. Pam Solvie	\$ 900
2. Elena Machkasova	\$ 1500
3. Byungik Kahng	\$ 900
4. Minh Vo	\$ 900
5. Tammy Berberi	\$ 2000
6. Sylke Boyd	\$ 900
7. Becca Gercken-Hawkins	\$ 2000
8. Greg Thorson	\$ 900

Consulting group – Karen said possibly Greg Thorson & Pam Solvie would be part of the group.

Next week – detailing projects – list comments for all the projects

**Bush IT Meeting
January 26, 2005
Faculty Center**

Discussed

1. letter to project participants
2. project profiles, project participants
3. consulting group membership

grant letters – final version – any suggestions? Letter will be sent to each grant recipient.

Portfolio to be created for each project.

Letter plus project profile to each participant.

Engin talked to all project participants, all accepted the funding (Engin said they are very thankful to receive funding).

Bush Grant – money for 4 students/ \$2000 each.

Discussed creating project profiles

E-portfolio / will need training on E-portfolio. Pam said could ask someone from TC to come out and teach E-portfolio.

Project Profile – Engin will send copy to all for review/suggestions.

Pam Solvie/Greg Thorson both agreed to be part of the consulting group.

Next meeting: Feb 2 – 9 AM

- Members suggest project titles
- Comments

Consulting group

- 3 faculty (Greg, Pam S., ?)
- 4 students
- 2 Professional staff (Karen J., Pam Gades)

Letters will be sent out to project participants with the \$ amount they will receive.

Minh Vo - \$1000 to hire student (what period of workstudy, spring or summer?)

Bush IT Core Consulting Group Meeting Minutes

Bush IT Consulting Group Meeting

June 22, 2005

10:00 – 11:30 AM

Location: Faculty Center

Present: Pam Gades, Karen Johnson, Pam Solvie, Greg Thorson, Scott Esler, Matt Harren and

Aaron Vasecka

Guest: Casey Wagner

Absent: Tom Johnson and Molly Kloek

Roundtable/Panel Discussion

- Event date is scheduled for July 7, 2:00-4:00 PM
- Prairie Lounge has been reserved for the event (1:00 – 7:00 PM)
- Event announcement has been sent out to project participants; 3 responses received to date
- Follow-up reminder was e-mailed yesterday, June 21

Consultants

- Discussed how consultants can make their areas of expertise known to project participants. Consultants will write a brief description to highlight their area of expertise. Esler will send this information to participants.

Reflection Logs

- Reflection logs are due at the end of next week
- Reflection logs are posted on the web
- Esler will send out an e-mail reminder of the Reflection log due date; also suggested to send out the reminder again one day before it is due.
- Discussed if the Reflection Log should be password (X500) protected on the web. All agreed yes – Vasecka will password protect the Reflection Log site.

Members discussed the Roundtable/panel discussion event scheduled for July 7. The event will be scheduled 2:00 – 4:00 PM in the Prairie Lounge. Discussion included:

- Consensus to use Breeze Live, but have technology in the background.
- Grad students will be located in a different room
- Set up room for the presentation
- Taping breakout sessions. (Some will be taped, others will take notes)

- Breakout sessions will remain in the same room
- Tom Johnson, Pam Solvie, and Molly will each do a 10-minute presentation on 3-4 models. (Brief description of models and issues of use of the models. Visuals will be used (PowerPoint, graphics) for each of the models and the presentation will be archived.
- It was suggested that each consulting group member take one breakout group
- Pederson will contact Student Activities to reserve the Prairie Lounge beginning at 8:00 AM, July 7 – allowing time to set up the equipment for the afternoon event. *(the room has been reserved from 8:00 AM – 7:00 PM)* Esler will reserve the needed equipment.
- Topics identified for the workshop portion of the session:
 1. Current course presentation
 2. Possible changes to address other learning styles
 3. Technology tools to make this possible

Program Schedule

The program schedule was discussed; Pam Solvie will circulate a draft of the program before it is sent out on Monday and questions for the groups. Members agreed to meet July 7 at 1:30 PM (1/2 hour before event) for final preparation.

Adjourned at 11:12 AM.

Submitted by: Linda Pederson

Bush IT Consulting Group Meeting

June 15, 2005

10:00 – 11:30 AM

Location: Faculty Center

Present: Pam Gades, Karen Johnson, Tom Johnson, Pam Solvie, Greg Thorson, Scott Esler, Molly Kloek, Matt Harren and Aaron Vasecka

Project Updates (Scott Esler)

English Seminars

- The work is done for the English Faculty, it is up and running. Scott reported they had little contact with the English faculty (worked for them, not with them).

Technology Integration to Support Constructivist and Collaborative Learning

(Pam Solvie's project)

- A lot of work has been done. A collection of video learning tools will be burned to CD's. 2.8 GB videos (2 CD's with Menu).

Dynamic Web Page Teaching Tools

- Aaron Vasecka has been working with Captivate/learning tools.

Foreign Language

- Esler reported that they have been in contact with Tammy Berberi, and she will get back to them.

Other

- Matt Harren is rebuilding the Faculty Center WebPages with the new templates
- Unofficially, Scott said they have been doing Economic research.

Scott noted that they have not been contacted from the following on their projects - Physics, Economics, and Mathematics.

Project Plans

- Pam Gades noted that the project plans are due today. One project plan has been submitted, she assumes the rest will be received by the end of the day.

Breeze Live

- Gades reported that Breeze Live has been set up and tested in the Consulting office. The group was invited to a demo at 4 pm June 16th in the Consulting office.

Roundtable/panel discussion

Karen discussed the roundtable/panel discussion with the group. Karen said that Engin suggested doing it with Breeze Live and it could be archived. Discussion included:

- How to structure the event. (The goal for the year is communication and interaction).
- Who would be involved? (Pam S. Tom, Molly, others who are interested)
- Helen Mongan-Rallis (teaching Educational Technology Graduate Certificate courses) - would be available to present to the group).
- Tentative Date set is July 7
- Pam G. /Karen will compose an e-mail to query faculty about structuring the panel discussion and date.
- Meet Thursday, June 16 at 4 PM in Science 3625 to see a Breeze Live demo.
- Meet Wednesday, June 22 in the Faculty Center to plan the July 7 event (Discussion to include: event structure, participants, and format (face-to-face/distance conferencing))

Other concerns

- Discussion of Consulting members duties; one member commented that no one from projects have come to him for consulting. Greg Thorson noted that we are probably more than just consultants.
- Meeting schedule – not biweekly but rather meetings will be scheduled as needed and decided on as we meet. Agenda in advance of meeting.
- Minutes – sent via email to ITConsult list. (Note: Pam G. determined that they be sent to the ITConsult list instead of posting on the TEL web site due to the nature of the discussion at times).
- Reflection Log reminder should be sent to project participants. Discussed who should send out reminders. It was agreed that some communications could be sent out by Engin or one of the faculty consultant group members, as deemed appropriate.

Breeze Live

Pam G. briefly described the Breeze Live program.

- Presenter is in a room to present.

- Everyone is sent a link, participants click on the link that opens a browser window to participate in the session.
- Participants are able to see the speaker, & other presentation materials, (PowerPoint, graphics, etc.)
- Participants will type in questions; presenter (or an appointed moderator) monitors the chat as the session progresses.
- Any faculty or staff can set up Breeze Live. No software to install, just set up via the breeze.umn.edu Web site. X.500 is required
- Flash plugin is needed to run Breeze Live.

Discussion included:

- Demonstration of Breeze Live would be good.
- Combine Breeze Live Demonstration and Roundtable Discussion in same room. Faculty would be able to see how it works. (Gades commented that this was done in a computer lab, participants were able to type in their question and see how Breeze Live works). She noted that this is more challenging for the presenter to have both on-line and live audience participation.
- Implementation of technology tools into the course has been the main obstacle.
- Suggested the event should be 1/3 presentation, 2/3 hands-on and discussion.

Gades read the memo drafted inviting faculty to the panel discussion; she asked for input on topics that should be included in the memo. The tentative event date is July 7, some concern with this date due to the holiday week. Elser said the SMF(Simple Machines Forums) Discussion board has been set up (it is less prone to hacking than phpBB) and suggested sending an e-mail to faculty asking them to go to the discussion board to discuss the event and ask for their input. Thorson said Discussion boards are more functional than e-mail correspondence. No decision was reached regarding this suggestion.

Elser said that each project is listed on a separate page on the TEL website and is updated with new information daily. Gades suggested sending out an e-mail listing the updated information. Gades commented the students are doing a great job with the projects.

Panel Discussion – July 7

Discussion of event structure; plan event to serve IT project participants.

Suggestions included:

- Series of demonstrations
- Series of project tools
- Workshop component
- __ hour presentation, __ hour IT tools, __ hour workshop
- Social Event immediately following

IT consulting group will meet on Wednesday, June 22 at 10:00 am to pre-plan the July 7 event.

- Format of presentation
- IT tools
- Structure workshop activities

Other Issues Discussed

- Elect a chair/Co-Chair for the IT Consulting Group (Pam G. Chair, Faculty Member co-chair?) No volunteers for new Chair or Vice-Chair, so Gades will continue as Chair.
- Momentum of projects
- Send out periodic project updates
- Pam G. /Pam S. sent out an email to ITProjects Friday, June 17, 2005

Submitted by: Linda Pederson
June 17, 2005

Bush IT Consulting Group Meeting

June 1, 2005

10:00 – 11:00 AM

Location: Faculty Center

Present: Pam Gades, Karen Johnson, Tom Johnson, Pam Solvie, Scott Esler, Molly Kloek, and
Aaron Vasecka

Gades has compiled a list of project member's phone numbers and noted these numbers should be posted on the TEL website.

Gades showed and discussed the TEL web pages with members and said the pages will be put into the new template format. Gades said all these forms could be viewed at the TEL website. URL <http://www.morris.umn.edu/TEL/>

Discussion included the projects the students are currently working on. Additional projects suggested included:

1. Set up a program for General Education Assessment (requested by Katherine Benson)
2. Wigits (Tiger) for UMM Cal (requested by Engin Sungur)
3. Faculty in Theatre would like help on creating an interacting program and burn CDs.
4. Adam Parboosingh (Theatre) – would like to do a portfolio of his work. What program would work for interactive and cross-reference?

Solvie questioned the progress of the request she made of the consulting group, noting that she has not heard from the group. Esler said the faculty will be notified with results, no need to contact the consulting group. Esler said he will ask Matt H. to do an update, and contact Pam S. with the results.

Solvie questioned if money was available from the grant to purchase tools/software. Reviewed the grant, does not appear to be money written into the grant for this. Need to check on this with Sungur.

Gades reminded members of the e-mail address that was distributed at the IT Projects meeting on May 19th.

- ITProjects@lists.umn.edu (all faculty participants, IT Consulting Group, and IT Core members)
- ITConsult@lists.umn.edu (IT Consulting Group)
- ITCore@lists.umn.edu (IT Core Group)

June Event- Panel discussion on Diverse Learning

Karen Johnson distributed a document to the members entitled: ***Developing a Framework for Distance Education*** (Helen Mongan-Rallis). Karen said that Helen will be teaching summer courses June 9-11, June 16-17, and July 6-10; and is available to present to the Consulting group. Karen noted the LaFave House is available on June 10, 3:30-6:00 PM, July 6, 3:30 PM-6:00 PM, and July 8, 3:30 – 6:00 PM. Esler said the consulting group will send out an e-mail to project participants to determine the best date to schedule the panel discussion at the LaFave House. Members discussed taping the event, enabling it to be used as a future resource. Johnson will ask Helen to meet with the IT Consulting Group on June 10, 3:30 PM at the Faculty Center to discuss the workshop July 6 (contingent on faculty participation). A title for the workshop will be determined at this time.

Other notes

- Pam Gades said she is available if faculty is interested in learning PowerPoint or Breeze, students would not need to take the time to learn this if they are busy with other projects.
- Discussed setting up sub-workgroups – this can be done using on-line discussion.
- Mogul, discussion boards, portal, web-crossing
- IT Core Group, IT Consulting Group, and IT Project meeting notes will be uploaded on the TEL website.

Bush IT Consulting group will meet at 10:00 AM in the Faculty Center, Gades has sent the schedule to all members.

Submitted by: Linda Pederson

Bush IT Project Meeting Minutes

**Project Meetings
2005**



Bush Innovative Teaching Grant

**Projects Meeting
3:30 – 4:30 p.m., May 19, 2005
Behmler Conference Room**

A G E N D A

- I. Welcome and Introductions** (5 min.)
Pam Gades
- II. The Bush Innovative Teaching Grant** (8 min.)
Engin Sungur
- III. Teaching to Multiple Learning Styles** (7 min.)
Tom Johnson, Pam Solvie
- IV. The Eight Grant Projects** (15 min.)
Faculty participants briefly describe their projects
- V. Resources Available** (5 min.)
Scott Esler, Pam Gades
- VI. Elements of Project Planning** (5 min.)
Karen Johnson, Greg Thorson
- VII. Q & A and Break-out Groups** (15 min.)
Pam Gades

**Bush IT Project Meeting
Thursday, May 19, 2005
3:30-4:30 PM
Behmler Conference Room**

Present: Engin Sungur, Pam Solvie, Sylke Boyd, Elena Machkosova, Nic McPhee, Tammy Berberi, Viktor Berberi, Min Zhou, Greg Thorson, Pam Gades, Karen Johnson, Tom Johnson, Scott Esler, Aaron Vasecka, and Matt Harren.

Absent: Becca Gercken-Hawkins, Gretchen Minton, Janet Schrunck-Erickson, Byungik Kahng, and Mollie Kloek.

Welcome and Introductions (Pam Gades)

The Bush IT projects meeting began at 3:30 PM with introductions.

The Bush Innovative Teaching Grant (Engin Sungur)

Engin Sungur distributed a handout and discussed the two graphs on the document. The three components of the grant, each listed on the first graph are:

1. Coordinated integrated, responsive, efficient, sustainable TEL Support system
2. Addressing multiple learning styles through TEL engaged students
3. Collaboration

Sungur noted the areas on the second graph – and said generally that these can be taken in any direction we want.

1. Teaching/Learning Components

2. Diverse/Multiple Learning styles/preference
3. Instructional Technology Tool

Sungur briefly discussed the consulting groups' role in relation to the projects.

Teaching to Multiple Learning Styles (Tom Johnson, Pam Solvie)

Tom Johnson distributed a handout with learning style classification schemes. He said his role in the consulting group is to help, not abuse the concept of learning styles. He asked for views on learning styles by those present. Short discussion followed.

Pam Gades noted that they want to have a workshop in June or July on learning styles; noting it would be more of a panel or a roundtable discussion.

The Eight Grant Projects

Project participants briefly described their project.

1. Becca Gercken-Hawkins –Presented by Scott Esler -- on-line forum for Senior Seminar (help to foster better interaction and richer discussions).
2. Tammy Berberi, Viktor Berberi, Min Zhou
 - Tammy Berberi -expand teaching and technology
 - Viktor Berberi – Is working with a student to design pop-up programs to use on own computers. This would present users with a vocab word or grammatical structure, and could be adapted for use with other foreign languages.
 - Min Zhou – plans to learn how to edit and compress short film clips for previewing activities for a film course she will be teaching.
3. Elena Machkasova, Nic McPhee – Designing a set of tools that will provide an opportunity for non-major students to design web pages, on-line forums, web programming. (Teach programs, understand how programs work and problem solving skills)
4. Sylke Boyd – set up a software environment on Macs in the Physics lab.
5. Byungik Kahng -- presented by Engin Sungur – 2 goals – 1) update the Mathematica program notebook to support recent additions to the software, colored graphics, and animations. 2) reorganize the notebooks so each chapter can be taught and used independently as selected modules.
6. Minh Vo – Presented by Pam Gades - Stock exchange on line, set up system to incorporate it into his class including methods for group interaction and competition.
7. Greg Thorson – find the best collaborative writing tools.
8. Pam Solvie – would like to move away from lecture format, would like to integrate technology to support constructivist and collaborative learning experience within courses that will support content.

Resources Available (Scott Esler, Pam Gades)

Resources available handout distributed. Scott noted the students office hours are Monday – Friday from 8:00 AM – 4:30 PM. Walk-in hours are 9:00 – 11:00 AM, and 1:00-4:00 PM. Esler noted that as projects proceed, walk-in hours may change. Appointments are encouraged, and office visits can be arranged.

Elements of Planning (Karen Johnson, Greg Thorson)

Handouts distributed:

1) Proposed timeline, 2) Project Planning Materials: Developing an Implementation Plan, 3) Campus Technology from Syllabus Media Center (Syllabus Magazine June-July 2004)

Proposed timeline handout – Indicates the proposed timeline for the grant activity.

Thorson briefly discussed the project planning handout, noting the IT consulting group would like each participant to use the form and return it to Pam by June 15th.

Esler noted that an on-line reflection log will be available the web site (<http://www.morris.umn.edu/TEL>) and participants will be asked to complete this 8-question form once a month. Esler said an e-mail reminder will be sent out at the end of the month requesting completion of the form. Sungur noted that the information gained from the submissions of these forms will be part of the overall assessment and evaluation of the Bush Grant.

Project participants are encouraged to consult with Aaron, Scott, Matt, and Molly for assistance during the summer on their projects.

Q & A and Breakout Groups (Pam Gades)

Project participants were given the opportunity to meet with members of the consulting group to discuss their projects.

Handouts distributed:

Bush Grant Information, Campus Technology from Syllabus Media Center (Syllabus Magazine June-July 2004), Learning style classification schemes, 2005-06 Bush Grant Innovative Teaching Projects, Project Planning Materials: Developing an Implementation Plan, Project Timeline, and Resources Available.

Submitted by:
Linda Pederson