

ASSETT Board Meeting

Thursday, April 27, 2017 | 2:00-2:30 | TLC 215

Board Members: Margaret Asiravatham, Irene Blair, Carew Boulding, Dorothy Eissenberg, Alma Hinojosa, Lakshmi Lalchandani, Daryl Maeda, Taylor Marino, Andrew Martin, Kyle McJunkin, Laura Olson Osterman, Beth Osnes

Others attending: Marin Stanek, Mark Werner, Ligea Ferraro, Jenn Nebergall

Minutes:

1. Approval of the minutes from the last meeting
 - a. Draft minutes were approved by the Board on principle. Final version will have minor edits, be cleaned up and sent to the Board.
 - b. The January meeting covered programmatic details of the ASSETT program with the focus on building community and pivoting towards growing the programs
 - c. ASSETT is getting a lot of good feedback on the newsletter
 - i. Other schools and colleges are looking at it as well
 - ii. Assessment services are also reflected
 - d. The Board would like to on-board new Board members by giving them minutes from prior meetings.
2. Board Membership
 - a. Chair Election for Academic Year 18
 - i. Should be a board member for two years to become chair
 - ii. Kyle asked for volunteers to be considered for Board Chair for next year
 - iii. Beth Osnes agreed to Chair the Board with Mark as “behind the scenes” co-chair
 - b. Discussion of Board Membership for AY18
 - i. Daryl and Margaret will be ending their terms on the Board
 - ii. Irene and Beth will continue for another two years
 - iii. Mark will check with student members on whether they will continue
3. Brief Update on ASSETT Services
 - a. Teaching Technology Associates
 - b. Faculty Fellows
 - i. 14 people from across A&S
 - ii. Every two weeks they reflected based on a prompt
 - c. Visualization of Instructional Practices
 - i. We prepared the students to do COPUS observations and did 22 observations this year
 1. Most were through TRESTLE group



- ii. OPLE is another protocol that was developed in house and we did four of those this semester
 - 1. Eventually this will include students
 - iii. There was a discussion about the differences between the two practices
 - d. Tech Camp
 - e. Special Interest Groups
 - f. Innovation Pit Stops
 - g. Book Club
 - h. Online services in development: Auditions, Syllabus, Places
- 4. Budget Overview – Jenn Nebergall, OIT
 - a. Jenn reviewed the FY17 financial statement with the Board.
 - b. The ASSETT budget is held for A&S technology needs.
 - c. For FY17 there is a balance of funds available in the budget
 - d. Staffing will increase to 4 FTE in FY18
 - e. Jenn offered to provide an end of year financial statement to the Board.
 - f. Margaret asked if the new LMS will affect ASSETT. Some ASSETT staff will likely help faculty learn the new system.
 - i. If the decision is made to move to a new LMS, it will be a heavy lift. Kelly Fox has committed support for the migration to ease burden on faculty. Migration tools have matured so that the migration dump will be quick, but cleanup requires human effort.
 - ii. ASSETT will continue their programmatic work; there has to be a good plan on how to go forward if the decision is made to move to a new LMS.
- 5. Future Programs Discussion
 - a. The question was asked if the ASSETT fellowships should be restarted.
 - i. Jenn noted that any money going out in terms of grants can be considered as a use for the ASSETT budget, but this should be guided by A&S.
 - b. Kyle suggested the creation of a committee to help ASSETT develop new programs and to bring recommendations to the Board at the fall meeting.
 - i. A small group of faculty and staff that will meet this summer
 - ii. Beth asked, with the loss of the digital media lab, how to give students access to state of the art equipment that would allow them to use it in their classroom.
 - 1. Mark noted that this type of service isn't very good at scaling and is an expensive service.
 - 2. The question was asked about providing subscriptions to things like Adobe Premier
 - a. *Jenn will research how much premier licenses would cost for A&S students.
 - i. There could be a system where students applied for licenses.

