1. Approval of the minutes of Sept. 10th TLT – The minutes were approved unanimously

2. Use of e-books during open book exams
   Ron Rockland asked the participants if having an eBook might give a student an unfair advantage for open book exams. The committee agreed that this issue will be coming up more frequently and that there needs to be more attention paid to how students are assessed—especially if there are open book exams in a course.

3. Report on planned series of Teaching and Learning workshops
   Professional development workshops on effective teaching strategies will be held for adjuncts, new faculty, PhD students which could eventually be turned into online workshops.
   The following workshops are set for following dates:
   - Oct. 23rd-30th – An Overview to Active Learning
   - Nov. 18th – Effective Syllabi and Outcomes
   - Dec. 12th – Assessment and Evaluation
   Ron Rockland will talk to chairs about promoting these workshops. They will be interactive and hands on. Gale Spak suggested that Sloan-C online seminars could be used as one of the professional development resource which also gives recognized certificates.

4. The future (or lack of) BYOD
   Robert Arms mentioned that the CKB classrooms are updated with BYOD in mind based on Learning Communities room in CAB. NJIT Students are still required to have computers and more information will come on BYOD.
   When thinking about BYOD we need to keep in mind that many courses have large numbers of Rutgers students and they are not required to own laptops. A laptop loaner service should be available. The TLT Committee should provide guidance and training for faculty on how to best teach in a BYOD environment, including taking the opportunity to engage students in active learning opportunities. A Flipping-the-Classroom model could work very.

5. Subcommittee on Teaching and Learning Environments at NJIT- J. Bonchi
   It’s been a challenge to try to scheduling a meeting with the start of the semester. The architect’s availability has also been problematic.
   - Learning Community room in CAB was an alpha model for interactive classroom designs, the Honors College classrooms improved on the design and can be considered a Beta for the eventual classrooms to be installed in the Central King Building and beyond.
It’s an opportunity to see the plan come together – power outlets installed in the floor, flexible furniture, whiteboards along all walls, interactive projector and LCD displays, etc.

One of the next TLT may be held in one of the new Honor’s rooms. (Nov. 12th)

6. **Learning Technologies Status – Blake Haggerty**

   **Photo IDs on roster** – The parking security software has been upgraded this month. Haresh will meet with them to determine whether the IDs can be incorporated into the Banner system.

   **Moodle 2 Log in Issues** – Moodle 2 has been having login issues due to Shibboleth problems. Shibboleth passes on tokens to authenticate users on various systems including Mapworks, Moodle and Drupal. The upgrade of Shibboleth was delayed several times and Haresh will fix this by end of October.

7. **Media Repository – Bill Duelly**

   **iTunesU and Kaltura** – NJIT was one of the first 16 schools to get a public iTunes U presence. It was a great place to securely store large videos at no cost. However, it doesn’t fit our needs as they have evolved over time. It’s not integrated with Moodle and doesn’t support streaming so students will need to download all videos. There is a concern that Apple will phase out the private features which allows restricted access to certain content. So Bill Duelly has looked into other video management systems and found Kaltura. Kaltura makes it easy to manage videos, control access, integrate with Moodle and stream videos on all types of gadgets. This system may be funded with the iGeneration grant.

8. **Mapworks Workshop – Blake Haggerty**

   The October 7 Mapworks Workshop was one of the first Provost Teaching and Learning series workshops. Grace and Sarah led the workshop which covered what the system is and how to use it.

9. **Pearson Embanet Update – Gale Spak**

   This Fall, there are 98 students enrolled in the four Embanet-NJIT degrees. Each student takes about 1.5 classes. MBA students are mostly NJIT alumni. Two degrees are working with Thomas Edison College in using their resources and expertise in overseeing bluebook testing. NJIT is picking up the cost. One degree is exploring web-based proctoring. Next spring there should be four Electrical Engineering courses, three MBA and two CS courses.

   Blake Haggerty and Richard Sweeney will later firm up the plans for the upper freshmen and transfer student focus group for late Spring.

   The next TLT meeting is on November 12th in the IDS classroom #1 Honors College