Attendees
Voting Members: Ron Rockland (chair), Bill Reynolds (co-chair), Ellen Wisner, Gerry Milano, Jerry Fjermestad, Taro Narahara, Marvin Nakayama, Serhiy Levkov, Elizabeth Petrick, Yvette Wohn, Joan Kettering, Victor Matveev, Andres Jerez, Gale Spak
Non-voting Members: R. Sweeney, Joe Bonchi, Blake Haggerty, Barry Broxton, Michael Koskinen, Jenna Walther, Bill Duelly, Nafiza Akter

Approval of April (4/14/15) minutes:
Approved unanimously

Selection of times
- Possible: Wednesday 10-11:30
- Ron will set up a Doodle and circulate to coordinate time

Institute for Teaching Excellence – Basil Blatzis
- ITE - Institute for Teaching Excellence
- Originated as part of academic plan; standalone entity that promotes teaching new pedagogies
- Led by people who are leading in the areas for face to face or digital instruction
- Created to provide resources for current faculty, adjuncts and graduate students in classrooms
- 3 year grant from Martinson Foundation awarded to NJIT to pursue this
- September 30th, at 2:30 in the atrium, there will be an inaugural event
  - We will have a speaker from NY followed by a small reception
- We have an executive committee for the Institute, with Basil as the director, and Ron Rockland, Bruce Bukiet, and other master teachers; along with Blake Haggerty and Chuck Brooks to give insight on instructional design and assessment
- Co-sponsored activity by ITE: 9-week program running from 4:30 to 7:30 - Will have a program for Assistant Professors (tenure track) to address three key components: teaching, research and Promotion and Tenure process
  - Teaching Fellows (22 Master Teachers) and three lecturers volunteered to do the three teaching workshops we are running
  - Divided faculty into 4 groups of 5
  - Each group has a faculty mentor
- Place in CKB designated to house Instructional Designers and possibly Technologists; place intended to be very collaborative and open where instructors can walk in and get help; area intended to be open January 2017
  - Provost helped to get and re-configure 105 Cullimore as a temporary space to get faculty to drop in and exchange teaching ideas
- Traditionally there have been two TLT entities: the committee and a virtual center consisting of ITMS, Library, CPE, etc.--which consist of workshops given by various groups at NJIT, along with the Faculty Institutes that we offer three times a year
- What happens after the 3yrs of funding with the Martinson Foundation? The provost commits that it will continue provided that (in these three years) we show we have meaningful activities and
the experiences are positive. One of the activities that the Institute will try to do is expand faculty writing educational grants

- Is there a baseline assessment for how we are doing now to compare how we will measure the success in three years? Not at the moment

Discussion on the future structure of the TLT Committee – “Renewed Focus on the T(eacher) in TLT”

- ITE - Institute for Teaching Excellence
- “T” originally referred to technology, but we are pushing for the teaching aspect to be a focus of the committee
- How do we want to refocus on the teaching? Aside from ITE, should there be other ways to incorporate teaching

New Online Teaching course – Nafiza Akter

- Two certification courses created
  - One for online delivery and one for converged delivery
- Online; this is supposed to give insight into how students experience distance learning
  - The converged certificate does have one aspect where instructors should schedule a session where they come in to teach in the converged delivery model
- Self-paced; to be flexible to your busy schedules
- Open to all NJIT instructors, self enrollable
- Achieve a certificate and badge at the end
- Ron Rockland: concern that we should be building converged courses that ask instructors to build learning objects to have a higher quality of instruction for asynchronous learners; how do we support asynchronous and additional learning

Brief TLT sub-Committee progress update

- Technology Plan update – Dave Ullman
  - Dave was not present
- Converged class model – Blake Haggerty - Michael Koskinen
  - The committee decided that we should be looking at the effectiveness of converged learning before we proceed
  - We are working with IR to help assess this
  - We identified courses teaching in Fall where instructors are teaching 2 sections of a given course, where one section is delivered in the converged model and the other in the face to face model
  - We have been working with IR, Chuck Brooks and Andrew Klobucar
- Emerging Educational Methods & Assessment – Ron Rockland
  - Nothing to report
- Undergraduate Computing Requirements – Victor Matveev
  - Nothing to report
- Software Library Policies – Ann Hoang
  - Ann has resigned and someone from the Software area will be replacing her
- Physical and Virtual Learning Spaces – Joe Bonchi
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- See update on teaching and learning spaces design

Update on teaching and learning spaces designs – Joe Bonchi
  - Central King Building status
    - Current status of the remainder of the CKB building: 2nd floor will not have much change due to budgetary limitations
    - As of now, the auditorium and dressing room spaces will not be completed; it was intended to be a place for musical events
    - Five total classrooms, all designed for converged learning integration
    - Flexible space and converged learning space will also be created
    - Teaching Excellence Center has conference room, shared space, lounge area; entire area dedicated to support teaching and learning for students and faculty
    - There will be an adaptive learning emporium; where there is adaptive learning, math and science tutoring, quiet study area, and a 92 or 94 seat scale up classroom with round-tables for breakout groups
    - Entrance on MLK will have space dedicated to NJII
    - How do we ensure instructors who need classroom technologies get those spaces?
    - Are we moving away from VGA connections? The issue is that people are still using VGA cables but we are looking into other options but have found that wireless is spotty
    - The architects have separate consultants for the theater area
  - Other spaces
    - Faculty: no plans
    - Kupfrian: replaced every projector in every classroom that are twice as bright
    - New events and wellness center that is breaking ground in November
    - There is a room in Tiernan Hall where a whiteboard put onto a blackboard: these were meant to be temporary, but it became a permanent feature. We are aware of it and Andrew Christ is very proactive in getting this done and it should be done within the next couple of weeks or month

Report on Technology Support Center – Blake Haggerty- Michael Koskinen
  - Nothing to update

Continuing report on the continuing Converged course pilot – Nafiza Akter
  - 8 courses delivered in this model this semester
  - New Cisco technologies in three rooms to utilize for these courses
    - 2 in CKB, and 1 finished one in GITC
    - Moving KUPF 110’s unit into GITC 1403
  - Was hoping to have a course that was going to be delivered in a lab-space, but some instructors just had too much on their plate and could not commit to this for Fall
  - However, we have a CS course and PhEn course
  - Larger group of students trained to support instructors teaching converged courses
  - Will there indicator for students who register for courses that they are registering for a converged course and something to explain what it is
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Next meeting

- See Doodle sent out by Ron to choose best dates for next TLT Meetings
- Moodle section for discussion and adding resources: http://njit2.mrooms.net/course/view.php?id=3447