Learning Technologies Advisory Board
2014-2015 Goals

The Learning Technologies Advisory Board’s (LTAB) primary mission is to work hand-in-hand with the Faculty Center for Teaching and Learning, Information Technology Services, and faculty to support the effective integration and use of current and emerging learning technologies in the teaching and learning process. As stated on the website of the Office of the Provost and Vice President for Academic Affairs (see: http://www.ferris.edu/HTMLS/administration/academicaffairs/online/faq/planning.htm):

The Learning Technologies Advisory Board’s focus is on the instructional technology associated with online instruction, whether blended, face-to-face, or fully online. They provide guidance to the Information Technology about technology priorities, serve as testers of system improvements, and recommend enhancements. They also plan and deliver training through the Faculty Center for Teaching and Learning.

The goals for 2014-2015 are three-fold:

Goal 1: In order for the Learning Technologies Advisory Board to be effective in supporting the integration and use of current and emerging learning technologies, it must understand what learning technologies are currently being used and for what purpose(s). During the 2013-2014 academic year, LTAB conducted an inventory of learning technologies that identified and documented:

1. The name and purpose for each tool.
2. Usage statistics and/or a list of users.
3. Annual costs for each tool.
4. Document when the subscriptions (if any) are up for renewal.
5. The department or budget that pays the costs.

During the 2014-2015 academic year, LTAB will expand this work by communicating the results of the inventory to various areas on campus (e.g., Academic Leadership Council, Strategic Planning and Resource Council (SPARC), E-Learning Management Advisory Team (EMAT), Academic Senate, Desktop and Classroom Technology Standards Committee, etc.) By sharing the results, LTAB hopes to increase awareness and knowledge, facilitate conversations, and assist in developing a strategic business model for learning technologies. Each of these purposes is explained further below.
Increase Awareness
The Learning Technologies Advisory Board wishes to increase awareness and knowledge about the various instructional technologies used on campus, the areas that use the technologies, the baseline costs, and the areas that pay for the technologies. With this awareness and knowledge, LTAB hopes that unnecessary redundancies and be reduced, thus reducing costs.

Facilitate Conversations
As members of the University community begin to talk about instructional technologies, questions may arise such as:

- What is an instructional technology?
- Which tools are principally instructional tools, and which are, for example, finance-related?
- What are emerging learning technologies that we should consider, and how do we budget for these?

Strategic Business Model
Members of LTAB hope that, as awareness and knowledge increase, and conversations occur, that the University is able to ensure that its current model for selecting and paying for current and emerging learning technologies is effective and appropriate.

Goal 2: During the 2014-2015 academic year, LTAB will create a sub-committee to review lecture capture/video recording tools. Sub-committee members will generate a list of needs criteria for lecture capture/video recording at Ferris and invite vendors to campus to demonstrate their tools and services. This review will allow LTAB to determine if the University’s current lecture capture/video recording tool (Tegrity) meets the identified needs or criteria. The subcommittee will generate a report, present the findings, and make a recommendation to LTAB members who will decide how to proceed. If LTAB members choose an alternative tool, the sub-committee members will continue to meet to determine the costs involved and a timeline for the replacement and adoption of the new tool. The sub-committee will present the proposal to LTAB members who will then make a recommendation to the Provost.

Goal 3: During the 2014-2015 academic year, LTAB will increase its efforts to increase University awareness about LTABs work by enhancing communication efforts. Included in these communication efforts, LTAB will:
1. Define, document and communicate the process for reviewing, adopting, replacing or removing learning technologies at Ferris State University;

2. Seek opportunities to share information about LTAB by attending meetings of the following:
   a. Academic Leadership Council;
   b. Strategic Planning And Resource Council (SPARC);
   c. Deans’ Council;
   d. College meetings;
   e. E-Learning Management Advisory Team (EMAT);
   f. Staff Center for Training and Development;
   g. Faculty Center for Teaching and Learning;
   h. Academic Senate; and
   i. Desktop and Classroom Technology Standards Committee.

3. Update the LTAB website to include:
   a. A list of the current learning technologies at Ferris State University;
   b. A list of technology standards for the tools, including system requirements and accessibility information; and
   c. Document the current work and projects in which LTAB is involved.
Aligning LTAB Goals with the Quality Matters Rubric

The Learning Technologies Advisory Board will continue to align its work and recommendations within the guidelines of the Quality Matters rubric, with particular focus on General Standards 6 (Course Technology), 7 (Learner Support), and 8 (Accessibility). The specific standards associated with each General Standard follow:

**Quality Matters General Standard 6: Course Technology**
Specific Standards:

6.1 The tools and media support the course learning objectives.
6.2 Course tools and media support student engagement and guide the student to become an active learner.
6.3 Navigation throughout the online components of the course is logical, consistent, and efficient.
6.4 Students can readily access the technologies required in the course.
6.5 The course technologies are current.

**Quality Matters General Standard 7: Learner Support**
Specific Standards:

7.1 The course instructions articulate or link to a clear description of the technical support offered and how to access it.
7.2 Course instructions articulate or link to the institution’s accessibility policies and services.
7.3 Course instructions articulate or link to an explanation of how the institution’s academic support services and resources can help students succeed in the course and how students can access the services.
7.4 Course instructions articulate or link to an explanation of how the institution’s student support services can help students succeed and how students can access the services.

**Quality Matters General Standard 8: Accessibility**
Specific Standards:

8.1 The course employs accessible technologies and provides guidance on how to obtain accommodation.
8.2 The course contains equivalent alternatives to auditory and visual content.
8.3 The course design facilitates readability and minimizes distractions.
8.4 The course design accommodates the use of assistive technologies.
Aligning LTAB Goals with the Vision of the University

The Learning Technologies Advisory Board will continue to align its work and recommendations with the vision of the University, which is to “be the recognized leader in integrative education, where theory meets practice throughout the curriculum, and where multi-disciplinary skills important in a global economy are developed with the result that Ferris State University will also be:

● The preferred choice for students who seek specialized, innovative, career- and life-enhancing education
● The premier educational partner for government, communities, agencies, businesses, and industries through applied research and joint ventures
● A stimulating, student-centered academic environment that fosters life-long engagement, leadership, citizenship, and continuing intellectual development
● A university that aligns its practices and resources in support of its core values of collaboration, diversity, ethical community, excellence, learning, and opportunity.

In advancing the University’s vision, LTAB’s work will be transparent to the University community, built on broad stakeholder input and consensus building, and consistent with the Core Values of the University: Collaboration, Diversity, Ethical Community, Excellence, Learning, and Opportunity.