

UC IT GUIDANCE COMMITTEE
Instructional Technology Work Group
Initial Planning Session
April 21, 2006, 9 am – 3 pm
UC Office of the President, Oakland

Meeting Purpose:

- 1) Understand the role and work of the WG and the relationship to the ITGC and other work groups
- 2) Pool our collective knowledge that is relevant to our charge
- 3) Decide on initial focus areas
- 4) Begin discussion on what information we need to collect, both from UC campuses and other institutions and organizations and how we intend to collect it.
- 5) Begin discussion on best methods to consult broadly with faculty, students and IT staff who support instruction.

Agenda:

9:00 Breakfast and informal discussion

9:30 Describe ITGC and its goals (Dan Greenstein)

Discuss Work Group scope and timeline (Dan, Ruth)

Review expectations of WG members (type of work WG members will be asked to do; how we plan to communicate within the group, etc.) and how we plan to consult with others.

Outcome: Understand our relationship to the ITGC and other workgroups.

10:30 Envisioning the possibilities

Use brainstorming methodology to understand our campus and system-wide strengths, weaknesses, opportunities and threats as they relate to our charge.

Outcomes: Establish the first approximation of areas on which to focus. Understand where the important and relevant gaps are in our knowledge about teaching, learning and technology on our campuses and nationally.

12:30 Lunch served

1:00 Brainstorm on information we need to collect and how to collect it (tool to use, people and groups to be contacted), on the UC campuses and from external institutions.

Outcome: Agree on information to seek, strategies to use, institutions, organizations, people and committees to be contacted.

2:30 Finalize next steps, action items, timeline for next three months of work.

3:00 Adjourn.