

ACODE 61 BUSINESS AND NETWORKING MEETING MINUTES

9am – 12.30pm Friday 22nd March 2013

Darlington Room
University of Sydney

PART A: PRELIMINARY BUSINESS

1.0 Welcome from President – Helen Carter

Welcome - The President thanked Colin Lowe for a successful workshop yesterday.

The president welcomed the following

Sophie Kennedy in lieu of Sue Stoney

Andrew Hill in lieu of Kevin Ashford-Rowe

Greg Hardham in lieu of Phillip Uys

Jac Smit in lieu of Garry Allan

Updates to membership :

The following changes to membership noted

University of Tasmania – Gerry Kregor replaces Gary Williams – Thankyou to Gary for his work with ACODE and representation as THETA organizing committee

Murdoch University – Rick Cummings is now Nominee replacing Rob Phillips

The President welcomed Michael Sankey to the Executive to replace Rob Phillips

ACTION: Send Thanks to Rob Phillips - Certificate of appreciation

Action completed

University of the Sunshine Coast- nominee – Ian Wright

Australian National University -nominee – Glen O’Grady

- alternate – Gavin Sanderson

Deakin University nominee - Kay Souter

Griffith University nominee – Alf Lizzio

University of Adelaide – nominee- Liz Heathcote

- alternate- Denise Kirkpatrick

RMIT - alternate - Jac Smit

2.0 Attendance and apologies

Attendance: Please complete sign-up sheet

Andrew Hill	Australian Catholic University
Mark Northover	Auckland University of Technology
Greg Hardham	Charles Sturt University
Sophie Kennedy	Edith Cowan University
Ric Canale	La Trobe University
Helen Carter	Macquarie University
Jac Smit	RMIT
Regina Obexer	Queensland University of Technology
Alan Arnold	University of Canberra
Karen Halley	University of Canberra – Secretariat
Trish Andrews	University of Queensland
Theresa Koroivulaono	University of the South Pacific Fiji
Shane Dawson	University of South Australia
Michael Sankey	University of Southern Queensland
Colin Lowe	University of Sydney
Gerry Kregor	University of Tasmania
Carol Russell	University of Western Sydney
Stephen Marshall	Victoria University- Wellington NZ

Apologies:

Kevin Ashford- Rowe	Australian Catholic University
Sue Stoney	Edith Cowan University
David Cummings	Open Universities
David Green	Flinders University
Philip Uys	Charles Sturt University
Nigel Robertson	University of Waikato
Sarah Lambert	University of Wollongong
Trevor Billany	Charles Dawin University
Gerlese Akerlind	University of Canberra
Lisa Germany	Victoria University
Scott Diener	University of Auckland

3.0 Minutes of previous meeting

Moved – Stephen Marshall... Seconded –Colin Lowe

***Identification of unstarred items for discussion**

4.0 *Adoption of items not starred for discussion

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MOTION: That all items on the Agenda not starred for discussion be noted, and where recommendations have been made, that these be adopted as resolutions of ACODE. Michael - Ric

5.0 Matters arising from previous Business and Networking Meeting

- As per minutes from ACODE 61 due to unforeseen circumstances an increase in subscriptions is unavoidable and will take place for 2014. Subscriptions will be invoiced in August for the 2014 year to come into line with our new accounting records.
- President stated that Ric Canale is now as treasurer will do budget predictions for next year.

ACTION: Secretariat to organize a meeting with Treasurer

- August billing approved

PART B: ITEMS FOR DISCUSSION

6.0 *ACODE Executive Report – Helen Carter

1. LTLI planning is well in hand and registrations are open. Please recommend the Institute to others and encourage enrolment
2. NATA- NNI progressing with the ACODE Executive having all now been interviewed by Gordon Suddaby.
3. NATA Blog - please revisit and join www.nataonthenet.blogspot.com.au the site is now populated and is looking good.
4. Charter- We have not moved far on this but it will be developed shortly through a working party.
5. THETA conference Gerry Kregor advises that Theta have 550 participants. Additions have been made to the program innovation, flipped sessions, innovation showcase- Unis can bring innovation to a share area, applications will be available.
6. Change to Exec and membership as mentioned above
7. ACODE 63 at University of Queensland 7-8th November 2013 this will be a joint ACODE/CADAD meeting with the topic a dissemination of Trish Andrews OLT project (Student Experience Online) plus the launch of NATA

The Australian version of the Horizon report is to be released at THETA

7.0 *ACODE NATA project – Helen Carter explanation of NATA structure

Charter for NATA is the ACODE project part of NATA. The Charter working group has some ideas but as yet no Charter has been developed.

Different model for secretariat

Eg: secretariat changes in running model

8.0 *ACODE 62 – Michael Sankey (Workshop coordinator) & Theresa Koroivulaono (Workshop host)- Call for presenters **June 27 28 Lacella campus Suva Fiji**

Rooms are booked and Thersea has a working party set up to help with organizational matters

The program will be 27th June all day workshop, 28th June Business and Networking meeting.

USP and USQ have already approved to speakers

Call for an institutions using flipped classrooms and OEP to participate in presentations. Perhaps 2 universities 1 on each Open Educational Practice.

UTAS will investigate being involved- dementia MOOC moving along

Macquarie and UQ also may look at development of papers or discussions

LaTrobe accounting are using flipped classroom but using Pearsons not OEP's

Executive meeting will be held online.

9.0 *ACODE Benchmark project – Michael Sankey

Michael Sankey reported that the Updating Benchmark project Moodle site is ready for project participants

Michael will apply for an OLT grant submission to fund a project manager.

Michael has applied for leave Semester 1 2014 to work full time on this project.

Preperation work for the project has been done.

TT Partner presentation to the Executive on Wednesday does present some possibilities, interested parties to help pilot the ARMS project. Originally the benchmarks was a developmental tool not a standards tool.

Carol Russell from UWS is interested in the pilot program

Trish Andrews University of Queensland also interested in the pilot project

The project needs to explore the relationship between the ARMS tool and updating benchmarks

Benchmarks updates can be updated easily in the tools.

Potentially one project for pilot and another to update the benchmarks..

10.0 *HOT TOPICS where I am up too

- **Media management platforms – Ric Canale**

Looking at use of digital media across universities. Distinction of video crew extra now becoming blurred an intergrated and holistic approach now required. Kaltura interest. James Hamilton Macquarie group work required- Colin Lowe project looking at this Shane Dawson also looking at Kaltura USQ institutional liscense for vimeo

The Survey for the above was circulated via acode news 13th March 2013

www.surveymonkey.com/s/Streaming Media

- Sharestream another alternate used at University of British Columbia- Kaltura cloud based and a better option
- Unisa -trying to get an Echo 360 on Amazon platform
- QUT --Oracle platform - looking at Kaltura
- USQ -Teaching materials held 2 years rights management in Equella
- ACU also looking at streaming strategy- Video reply and storage problems
- UQ trialling kaltura
- Suggestion Meeting at THETA Gerry and Alan to coordinate
- Suggested attendees Kim Hauville(QUT) Eric Robertson(USQ) Alan(UC) Ric(La Trobe) Gerry (UTas)

Use/encouragement/support for using informal social media tools such as Facebook in video formats to replay health students streaming teaching – Mark Northover

Discussion from Health at AUT, students use facebook to discuss assement items, problem- unofficial sites correlation against assessment. The worst results seem to come from facebook users. Students worried that if they use formal forums they are concerned that they will be penalized if they formal ask dumb questions.

- UTAS Social media policy –taken over by lawyers
- Legal risk we should be discussing with lawyers not write a how to policy write on this
- UWS- students need to be encouraged to use forums on LMS to get the feedback that is substantial
- Facebook better than LMS is the student view at UC. SAF (Structural Adjustment Fund) to improve forums in Moodle. Suggestion that the use of a student advocate to set guidelines for facebook use.

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- UNISA had to ensure there was an alternate for LMS
- Students UQ prefer email
- QUT trial of Ucrew- facebook for universities closed network can set up study groups etc do you need student exchange on closed
- Mahara forums USQ
- USP integrated Facebook into their moodle pages and so forum extended students exposure to other sites that they would not have used
- Blackboard round table – all
- U Syd has the capacity to turn social media tools on or off. AUT on only.
- USYd have student Yammer site UQ similar process

• **Digital Publishing – Michael Sankey**

USQ Currently use ICE (Intergrated Content Environment) works to create PDF to HTML held in Equella

- Equella structure now uses and checks to protect content.
- What tools are others using- its about process want to expand horizons
- Simple ways to produce content
- La Trobe do have a similar- Daisywear XML based only used by a particular group.
- USQ 70% of work produced in ICE at USQ accesability area also used at Macquarie
- UTAS use EXE
- Toronto had add on to Word (Shane Dawson)
- ICE based on Word
- RMIT how do others control publishing
- Macquarie have added processes that make content updates difficult.

• **Ipad/Mobile Learning – Carol Russell**

Mobile Technologies –UWS quickly decided to give staff and first year students ipads- using blended learning a lot more staff development is needed

Round table discussions:

- NZ do not give students devices.
- Staff development ideas sort from the group as below.
- UWS traditionally Low SES, First in family this gives flexibility cross campuses, helps with recruitment and student retention
- ItunesU being pushed as a tool

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- Staff development
- ibooks for material
- ipad workshop 101
- Student diaries
- UNE project ipads to teaching staff- Helen to put Carol in touch with teaching staff
- Recommend a list of applications for ipad that work well with teaching systems
- Students to mentor staff re ipad use. AUT development if ibooks functionality would be a good resource
- Suggestion to contact Pauline Farrell Box Hill TAFE talk to her
- iTunes card \$50 with list of recommended apps.
- UWS Student satisfaction survey in place and evaluation process being developed.
- Shane Dawson will also be happy to talk to Carol.
- Ric wanted to know if the wireless network is holding up- has it been boosted- From Carol, arrangements of boosted wifi for training sessions and ITS working on this.

- **Provision of PC for Student Use – Gerry Kregor**

Student reps at UTAS see PC numbers as the number one issue as an under utilized resources

- Mark- AUT no growth for request for PC- bring own device
- ECU large labs open access- students pay a bond to borrow laptop dwindled demand as mostly BYO
- UQ closed 2 labs 90% BYO
- QUT Increased demand in labs but students do BYO
- RMIT New building for Labs always busy lots BYO, reorganization in ICTS notion who owns what
- UniSA Labs full so do BYO. Lab availability is online.
- UQ push towards BYO. Library more open access computers and BYO
- UWS Library computers used, BYO for email and LMS no hard evidence of increase needed.
- UC library surveys always show a shortage. UC encourage BYO
- CSU 70% distance students, closing labs 2 learning commons online but no demand for more PCs on campus.
- ACU Early stages of strategy coordination across campus
- USP 66 labs 12 counties 40 labs in Fiji . 7:1 ratio Space available in all labs.
- Latrobe BYO- students on board power point outlets and increase wireless PCs now on campus. Some Labs are faculty owned are used others not. Not being scaled back. No online availability
- VUW changing face Hub in mid campus reusing computers from labs to mid campus computers in right place for them socially no real

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sense of demand once power points have been added more encouragement to BYO sense no pull back expand but secure powerpoint charging increase demand.

- Macquarie survey complete re PC on campus, power points increased Virtual desktop work well Library learning commons always full and trying to configure demand Las not usually full.
- Usyd. Converting labs to a mixture PC numbers dropping Lab configurations changing. Application coming to see free computers on campus. People counters on doors to count traffic.
- **On line program reviewers –Theresa Korvoiuolaono**
 - Online reviewers required. For USP strategic plan ICT online Flexible Learning separated plans due to distance of campuses.
 - Pilot a reviewer program 12-Nov-December - 1 UG program per reviewer
 - Last week of the review program is Face to Face at USP. USP will provide and pay for travel plans.
 - Looking at course design specifically Instructional designers
 - Quality matters Maryland online QM framework
 - Framework 1st then reviewers
 - 32 reviewers sort but could be less Anyone interested please contact

Theresa.korovivulaona@usp.ac.fj

- **Forum for managers e-learning- Kevin**

Suggestions sought for a forum space for Managers of eLearning

- Heads e learning forum UK HELF
- Suggestions linkedin or NATA nataonthenet@blogspot.com.au

The President encouraged ACODE nominees to be proactive in interacting with colleagues so others colleagues can also attend ACODE workshops.

PART C: ITEMS FOR NOTING

11.0 LTLI – Helen Carter

Twin Towns Coolangatta Gold Coast August 18-23, 2013

Director: Gordon Suddaby

Registrations are open

12.0 Liaison with other Organisations

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- CAUDIT – Alan Arnold
- Ascilite – Philip Uys
- CADAD – Sue Stoney

13.0 Executive Officers Report – Karen Halley

- Finance Auditors Report

13.0 Future workshops and meetings

ACODE 62 27-28 June 2013, University of South Pacific

Convenor: Theresa Koroivulaono

Theme: Flipped Classroom and Open Education Practice

ACODE 63 7-8 November 2013, University of Queensland

Joint ACODE/CADAD Event

Convenor: Trish Andrews

Theme: Student Experience online

ACODE 64 March 2014, University of Waikato

Convenor: Nigel Robertson March 2014

Theme: TBA

Meeting Closed 12.25

Helen Carter

President, ACODE



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