Blended Learning Taskforce Meeting  
October 23, 2013, 11:00 am  
Summary

Present: Dr. M. Bishop, Dr. A. Cantrell (by phone), Ms. S. Griner, Dr. S. Hanson, Dr. C. Harle, Dr. A. Kane, Dr. M. Marsiske, Dr. M. Perri, Dr. J. Pomeranz, Dr. C. Prins, Dr. O. Shechtman and Ms. S. White (by phone)  
Absent: Dr. A. Kane and Dr. K. von Castel–Roberts  
Also present: Adrian Allen of AHC Educational Technology

1. Dr. Hanson reported that she met with Jill Pease regarding the Blended Learning website and it can be ready to go soon. AP: Dr. Hanson will draft a mission statement and work with Jill to organize the documents on the p:/ drive. Dr. Marsiske will grant Jill access to the Sakai site.

2. Dr. Hanson reported on Elias Eldayrie’s update regarding UF IT as follows: UF is investing in addressing basic needs such as making WiFi available campus wide. There is also a plan to upgrade all the classrooms over a two-year period.

3. The group then discussed the BL evaluation. All agreed that a focus group would be very useful. AP: Dr. Hanson, Marsiske, Pomeranz, and Harle will work on a draft evaluation. Dr. Prins noted that CITI requested that she send out an assessment for her online course. AP: Dr. Prins will share this assessment with the BLT.

4. Adrian Allen joined the group to discuss the HSC plans for classroom upgrades. Taskforce members shared some of the challenges faced in HPNP classrooms including furniture (not an IT issue), microphones, and access to outlets for students. Adrian confirmed that upgrades for classrooms are based on requests from faculty.
   a. Microphones: There was a discussion about portable mics vs. ceiling mics. Wireless mics have issues with interference while ceiling do not. Ceiling mics are controlled from the video conferencing control booth. Based on discussion of pros and cons it seems like ceiling mics may be the better option. It was agreed to pilot two classrooms (G-103 and G-301) with ceiling mics.
   b. Outlets: The Communicore Teaching labs have round tables with a central pole with outlets. MBL-1 is a modular fully wired classroom that could provide a model for upgrades. The taskforce needs to identify the desired set-up.
c. Bandwidth issues: WiFi is not reliable in the auditorium. AP: Dr. Hanson will invite Tom Livoti to discuss connectivity issue.

5. Next meeting: November 6, 2013.