

SUBJECT: CALL-UTM Meeting Report

DATE: March 8, 2000

LOCATION: Jackson UT Ag Center

Participants:

<u>Name</u>	<u>Position</u>
Bill Duffy	Director, UT Martin
Dawn Poole	Assistant Principal, Henry County HS
Martha Smith	Family Resource Center, Henry County Schools
Brent Greer	County Executive, Henry County
Jerry Dinwiddie	Superintendent, Benton County School System
Shannon Danner	UT Martin Grant writer
Wanda Brundige	UT Martin Administrative Assistant

Purpose: Discuss TOP grant (CALL-UTM) status, issues, and concerns.

Agenda:

- Grant preparation timeline (Duffy)
- Grant period and implementation timeline (Duffy)
- Partner status (Danner)
- Discussion (All)

Report on meeting: Duffy opened the meeting and discussed the grant timelines and partner status. Danner informed the participants of the proposals put forth in the grant and expected outcomes. The participants discussed the grant proposal offering suggestions for improvements and providing additional information needed for the grant proposal. All agreed that libraries and available community centers would be available resources for individuals needed access to computers to take online courses. The group discussed using the technology to link directly to sites to exchange information and to possibly offer high school courses not available in certain schools (ie. physics). Smith indicated that we could benefit by working with the Tennessee Departments of Health, Children Services, and Human Resources for referrals and employee training. Duffy stated that UT Martin would immediately begin establishing collaboratives with these departments. Danner stated that we are still fine-tuning the budget and evaluation components of the proposal. Dinwiddie stated that we need to maintain academic integrity and procedures for courses and tests (ie. proctors). All agreed this grant is an excellent opportunity to positively impact on Tennessee's low national ranking in education. Greer also stated that establishing a consolidated course rotation plan leading to a degree between Benton County and Camden County would be beneficial due to the proximity between the two counties. Duffy stated that UT Martin would develop a plan to meet this need and anticipated that an extended campus liberal arts degree program would soon be available to meet this need.

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Grant preparation timeline remaining:

Mar 8; 10am - Coordination Mtg #2 w/ partners (Jackson UT Ag Center - ECCE).

Mar 9 - Grant proposal finalized (ECCE/Grant writer).

Mar 10 - Grant submitted to and approved by UTM Administration (ECCE).

Mar 16; 9pm - GRANT DEADLINE

**Listed below is the proposed timeline for the TOP grant period (10/00 thru 10/03).
The course offerings listed are for the BS program unless otherwise specified:**

Spring 2000

- UT Martin selects online course software platform (considers JSCC's platform).
- Identify TOP Grant target population.
- UT Martin and JSCC establish 2+2 articulation agreement
- SOE curriculum revised and course rotation design completed.
- Establish collaboratives with Tennessee Departments of Health, Children Services, and Human Resources for referrals and employee training.

Summer 2000:

- Faculty attend UTM workshops and TVU training (two days) with the teams from UTM/JSCC for technical training and course development (2-4 online courses and one condensed three week course for compressed video).
- Summer Institute w/ Dr. Wenz and Dr. Kendall-Melton: promote program, courses, and conduct technical training with potential students.
- Identify TOP Grant target population.
- Establish collaboratives with Tennessee Departments of Health, Children Services, and Human Resources for referrals and employee training.

Fall 2000

- Faculty refine courses.
- Market courses.
- Identify TOP Grant target population.
- Grant approved (Oct 1st).
- Establish collaboratives with Tennessee Departments of Health, Children Services, and Human Resources for referrals and employee training.

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Dec 2000

- TVU technology faculty workshop (three days - develop two additional courses; modify existing courses).
- Conduct two-day student technology training at Martin in preparation for online courses.
- UTM Computer loan program initiated.
- Partner facilities usage confirmed: high school computer labs, technology centers, public libraries, McNairy Center.
- Establish collaboratives with Tennessee Departments of Health, Children Services, and Human Resources for referrals and employee training.

Spring 2001

- UTM Computer loan program continues.
- Offer initial upper division online course.
- JSCC offers initial online course.
- Purchase and installation of technology and networking for DL facilities complete.
- Possibly offer condensed compressed video (CV) upper division course where facilities exist (McNairy, Jackson, Martin).
- TVU conducts UTM/JSCC faculty workshop training during Spring break (two days - two online courses initiated).

Summer 2001

- UTM Computer loan program continues.
- Offer one online course, and one CV course.
- Offer CV Early intervention workshop/training.
- Faculty attend UTM/JSCC TVU workshops for technical training and course development (two days - 2-4 online courses and one condensed three week course for compressed video).
- JSCC offers online course.
- Summer Institute: promote program, courses, and conduct technical training with potential students.

Fall 2001 (year one)

- UTM Computer loan program continues.
- Offer one online course and two CV courses.
- Offer two dual-credit CV courses.
- Offer CV Early intervention workshop/training.
- JSCC offers online course.

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Spring 2002

- UTM Computer loan program continues.
- Offer one online course and two CV courses.
- Offer two dual-credit CV courses.
- Offer CV Early intervention workshop/training.
- JSCC offers online course.

Summer 2002

- UTM Computer loan program continues.
- Offer one online course, and one CV course.
- Offer CV Early intervention workshop/training.
- Faculty attend UTM/TVU workshops for technical training and course development (2-4 online courses and one condensed three week course for compressed video).
- Summer Institute: promote program, courses, and conduct technical training with potential students.
- JSCC offers online course.

Fall 2002 (year two)

- UTM Computer loan program continues.
- Offer one online course and two CV courses.
- Offer two dual-credit CV courses.
- Offer CV Early intervention workshop/training.
- JSCC offers online course.

Spring 2003

- UTM Computer loan program continues.
- Offer one online course and two CV courses.
- Offer two dual-credit CV courses.
- Offer CV Early intervention workshop/training.
- JSCC offers online course.

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Summer 2003

- UTM Computer loan program continues.
- Offer one online course, and one CV course.
- Offer CV Early intervention workshop/training.
- Faculty attend UTM/JSCC TVU workshops for technical training and course development (2-4 online courses and one condensed three week course for compressed video).
- Summer Institute: promote program, courses, and conduct technical training with potential students.
- JSCC offers online course.

Fall 2003 (year 3)

- UTM Computer loan program continues.
- Offer one online course and two CV courses.
- Offer two dual-credit CV courses.
- Offer CV Early intervention workshop/training.
- JSCC offers online course.