



State Council of  
Higher Education for Virginia

## **Learning Technology Advisory Committee Meeting (LTAC)**

**Minutes for July 21st, 2008**

**In attendance:** Ralph Alberico, Catherine Elder, Laura Franklin, Inez Farrell, Vernon Harper, Judy Hampton, John Moore, M'Hammed Abdous, Pricilla Norton, Sharon Pitt

### **Bylaws**

- A discussion of the draft bylaws began with a concern over the proxy statement. LTAC members remained adamant that LTAC members be able to vote by proxy in order to provide attendance flexibility for members. Vernon Harper will discuss the issue further with the Director of Academic Affairs and report back to LTAC.
- At several points in the draft bylaws, the document mischaracterized the relationship between LTAC, as an advisory committee, and SCHEV the coordinating agency. A discussion about the nature of the relationship and wording of the final version of the bylaws clarified appropriate language.
- Ralph Alberico extended the discussion of LTAC and SCHEV's relationship by proposing a hypothetical that depicted the possibility of LTAC being the recipient of appropriated funds. The depiction raised questions about SCHEV's oversight of LTAC. Vernon Harper will discuss the issue further with the Director of Academic Affairs and report back to LTAC.
- LTAC decided to alter the draft bylaws in reference to required quarterly meeting attendance by SCHEV staff. The final version will reflect the need for only one SCHEV staff member to attend quarterly meetings, and language shall be inserted into the bylaws that provide scheduling flexibility.
- LTAC outlined a timeline for accepting the final version of the bylaws.
  - o Vernon Harper will meet with the Director of Academic Affairs in regards to the issued mentioned above.
  - o Vernon Harper and Sharon Pitt will author a final version of the bylaws. After a final document is authored, LTAC will take an electronic vote on the bylaws.
  - o The Director of Academic Affairs will ask the college and university Presidents for LTAC nominations for 2009-2011.
  - o LTAC will convene a nominating committee for 2009-2011 officers.

- September 8<sup>th</sup> 2008 will be the first meeting under the new bylaws and LTAC officers will take their respective positions and responsibilities.

**Meeting adjourned**

Next meeting set for September 8<sup>th</sup> 2008