

# CDG Minutes 2011

Date: 28 April 2011 at 2.30pm

Place: Online via Elluminate.

Minutes from meetings: <http://repository.alt.ac.uk/view/divisions/CDG/>

Chair for this meeting: Tom Franklin

1. **Participation & Apologies (TF)**

Present: Tom Franklin (TF), Kirsten Thompson (KT), Dragos Ciobanu (DC), Devampika Getkahn (DG), Charles Juwah (CJ), Shirley Evans (SE), Maren Deepwell (MD), Sarah Horrigan (SH)

2. **Welcome to new members (TF)**

TF welcomed the new members of the CDG and provided an overview of how the group works.

3. **Update on CDG progress (MD initially)**

MD provided a brief update.

4. **Review agenda and add any other business (TF)**

No items were added.

5. **CDG Google site (MD)**

MD updated all on new platform and JISCmail list.

6. **CMALT webinars (TF)**

Shirley and Kirsten have expressed a keen interest in leading webinars together with TF.

Action: TF to circulate dates for members to indicate their availability.

7. **MSC/CDG (MD)**

MD provided update on items referred to and from MSC (includes International Development of CMALT).

The CDG discussed the ASCILITE/international trial group to undertake CMALT. Kirsten, Dragos and Charles have volunteered to take a lead on the activities.

Action: MD to e-mail KT, CJ and DG to start things off.

8. **3 Year portfolio update process (TF, MD)**

TF provided update on the work of the CDG on this matter to date. MD provided an overview of the practical challenges that are involved in relation to different portfolio formats. The Chair asked for volunteers to lead on this task and TF, SE, DG and CG volunteered.

Action: TF to liaise with the three other volunteers to start things off. MD to provide support in relation operational constraints if necessary.

9. **Online resources (KT)**

KT provided an update on the work she is doing as part of her dissertation to create online resources. Everyone to act as a critical friends upon request.

10. **Items from previous meetings**

a. **Visual badge/logo for CMALT Holders (MD)**

Update from MD regarding the purpose of this.

Action: KT to design some proto-types for review.

b. **Incentives for CMALT assessors (all)**

No news. Item shelves until more accurate assessor figures are available.

c. **Changes to CMALT application process - if any are needed (TF)**

Update TF and discussion of areas which may need revision, including issues relating to accessibility and inclusive learning.

Action: TF to draft suggestions for review by all.

Action: SE to produce a short paper on accessibility of portfolios.

d. **Development of an ethical framework or similar for ed tech research / practice (TF)**

TF provided an update on how this item came to the attention of the CDG. CJ and SH volunteered to lead on this issue.

Action: CJ and SH to produce a some draft thoughts for review.

e. **Improving the speed of applications**

Discussion of this point. KT and SH to lead on.

Action: KT and SH to consider.

Date of the next meeting: date to be confirmed, meeting to take place in late June. Volunteer chair for the next meeting is Shirley Evans.