LMS Faculty Steering Committee  
Meeting Minutes  
04/26/07

Agenda for today’s meeting:

- Reflect on last week’s minutes  
- Updates on activities since last meeting  
- Address additional concerns/comments since last meeting

Meeting called to order by Chairman Neil Sapienza at 1:40PM

*Faculty member:* Changing freshman course structure and would like to now add a Journal to the course using RSS feed to notify with updates/students making progress after the group discussion last week.

*Faculty Member:* Many of the LMS options we will review can enable you to make own blog available to students which would prompt RSS feed.

Student Steering Committee Meeting 04/20/07: – final count around 10 or 12: Their Thoughts:

- Let’s do it well  
- Let’s do it big time  
- Common calendar  
- One stop for online learning support  
- Students less intimidated then faculty are

John Savery, Suzanne Testerman, Dave Wasik & Litsa Varonis went to OSU on 04/24/07 to discuss their LMS implementation lessons learned:

- Be sure to review sites that are comparable for your institution  
- Maintain communication throughout the process  
  - We are adding a Blog on our LMS site within the next several days

*Faculty Member:* Want to be able to have many features available at their fingertips – then you can turn on and off what features you need

*Faculty Member:* There is more & more migration towards moving images (video or something else) which require much more demands on the system (infrastructure & storage). We need to be sure to select a system that can handle capacity and growth.
This is an opportunity to houseclean your courses... “What do I really need in this course? – Is this a best teaching practice?”

Students have real concerns about grades on a regular basis → posting all grades online for all courses via an online gradebook; they want a system that can be delivered to a handheld device (PDA, cell phone, Blackberry); LMS that integrates with UA email – all one system - can we email out of and into the LMS?; Every course have an online presence; accessibility to their materials 24 x 7;

John Savery & Suzanne Testerman met with the Integration & Administration team yesterday. In terms of Networking and Server Administration – no concerns mentioned.

*Faculty Member*: What is the attitude toward open source at this time? *Response*: If open source has all the functionality deemed appropriate, we can support it. If a proprietary solution has the appropriate functionality, we would support that. It is all about the choice made by the faculty and students.

*Faculty Member*: Were there any discussions of building a consortium with other state institutions? *Response*: OLN hosting 2 instances of Sakai

*Faculty Member*: Training for faculty & students – on the web for both students and faculty

*Faculty Member* – new scheduling program in their office - (18 months and things still are not working correctly); talk to the client base about how things actually work and how quick and responsive the vendor is to issues

* Also looking for Digital Repository SCORM compliant
Faculty Member:
- Students take up to 45 quizzes – cannot tell how many times the quiz has been taken; has the student taken it 3 times and gotten a 76%; looking for system to automate a message – send student to specific content for remediation; also email instructor; Complicated Selective Release
- Share across multiple sections/courses – same articles, content, test banks: if errors are found, being able to correct in one location → One central repository
- Tablet Computers: Dynavision → shows on the student screen; the ability of the LMS to capture real-time, collaborative software; write-board with pen-enabled & sharable.

¾ of the way done with RFP; legal notice ready; Will share

Faculty Member: The goal of the LMS is to be transparent. It is sitting on a server but it “appears” to be on your computer.

Faculty Member: Most of the tools are browser based. Since we have no idea what students are using, we have to think about what the students have available. We have to pick a tool that is easy to use in terms of student training – intuitive.

Response: Jump up and down and agree. Ease of use means something different to everyone. Once we get hands-on, we should identify 6 very different courses and upload them into the new platforms.

Faculty Member: We need to stop focusing on WebCT and look at what the other tools in the market can do to help us.

Response: I think part of it is training and communication. WebCT can do many of the things that students and faculty have asked for – many are just not aware of how to do it.

Response: From our perspective in DDS, this is our opportunity to engage faculty in where are you and where do you want to go.

Response: Share the campus best practices through collaboration with ITL.
Faculty Member: 90-10 rule; 90% of the faculty may only use 10% of the tool functionality. Is there any more to make it required for faculty to use?
Response: Moving into area of policy...economic use of administrative time

Faculty Member: For example, several colleges have their own drive for faculty to use because they can load their files into their own folder and then grant students’ access to materials
Response: We want to promote a “Shared Community of Users”

Faculty Member: If training is required, users will be reluctant to adopt
Response: Multiple methods (online, pdf, face-to-face)

Response: What are the deal breakers?
  1. Accessibility – Visual & Audio Challenges (on the student computer or the system as a whole)

Next steps: May meeting – provide comparison document of all RFPs