Learn@UW Steering Committee Meeting - March 16, 2009

Attended by:

Peter Mann, Kathy Pletcher, Ruth Ginzberg, Ed Meachen, Lorna Wong, Faith Hensrud, Jeanne Blochwitz, Bob Kaleta, Ron Kraemer, Kathy Christoph, Al Hartman, Doug Wahl

Action Items

- Lorna will revise the Retention/Purge guideline to reflect all courses and student contributions have a two year retention period, and send it to the SC and Site-admins

- Lorna will look into a summer F2F meeting (retreat?) for the SC group - welcome suggestions and offer to host

- Lorna will send out LUW Usage for Fall and Spring Report

- Al will connect with Ed and Lorna on the Special Licensing policy

- Peter and Lorna will convene a SLA hot team to review and revise the current SLA - goal is to present to the SC at the summer retreat

- SC members are asked to give input on information they need from D2L to Lorna and Peter.

Next Meeting – Monday, May 18 , 2009 11am – noon . Please mark your calendar.

Meeting Notes

D2L Data Cleanup Project

Lorna presented the Communication Plan and High Level Implementation Plan. The Committee agreed that the guideline should make both course content and student distributions have a similar retention of two years. Faculty should be advised that student contributions, if retained, should be saved on campus password protected storage. Data cleanup can proceed as planned. Will review at the next meeting on progress.

eLWG Discussion

Al Hartman indicated he investigated the faculty interest group communication practices. At present there are no formal list serves or established communication network for academic disciplines.

Ed Meachen can start an exploratory conversation with ICS on sandbox environment, but there are no resources to support this currently.

Al suggested that since we are all strapped with budget constraints, all action items that have not been acted on should be tabled and reviewed again later, perhaps in a f2f meeting in the summer.

Service Level Agreement Revisited - Peter

Peter gave a brief overview of the SLA history, pointing out that the current SLA covers up to FY 2008. There are plans to form a SA Hot Team to do the review. Lorna indicated that the team can be formed during the SA F2F meeting - April 9. Peter will report back to the SC in the summer. The objective is to have a new agreement in place for fall semester 2009
Some topics for review:
- Resolve restricted data handling
- Mediate full time on call staff needs
- Disk Space discussion - SC is an advocate for no quota to encourage faculty use. However, some best practices on efficient use of space needs to be addressed

Reporting Tool for D2L - Lorna
A SA Hot Team is looking at the current D2L reporting tool, and gather information on what are our future reporting needs are from various perspectives, and how to get there.
SC is asked to give input on information they need from D2L. - please send to Lorna and Peter.
D2L is also introducing a new Analytics Tool that offer Business Intelligence features, but is currently available for hosted clients. Need resources for self-hosting clients, like UWS. A Web seminar is set up for April 2 to review their offering.
A couple of issues raised were to know how faculty members are using the various tools over the years (i.e., the quality of use versus quantity of use. The question was raised what is the number of truly used courses vs empty course shells. Peter indicated that the enrollment number is current indicator used.

e-Portfolio Pilot Project Update - Lorna
eP pilot contract is Jan 2009 - Jan 2010, with a year of optional extension. Five campuses are participating. Formal training to the trainers was done in February. Each campus received a consultation session and workbook recommendations from D2L. Most campuses are letting faculty on the system with the plan of getting students on during Fall.

D2L Special Licensing Policy & Usage Group - Al
Al will talk to Ed and Lorna off line to do the planning.

D2L Fusion Conference for 2010 & 2011 - Lorna & Peter
D2L is interested in UW hosting a next Fusion conference. We recommended Madison, Milwaukee, and Green Bay, for location, active D2L usage in potential hosting campus, easy access etc. Milwaukee has a major event conflict. Green Bay is very interested and will be having further conversation with D2L. Madison may be interested in hosting if some of what D2L has requested are negotiable.