

Learn@UW Executive Committee Meeting – 11/20/2009

Reeve Memorial Union – UW Oshkosh

Meeting called to order at 12:40

Attended by:

Al Hartman, Lorna Wong, Jean Blochwitz, Aaron Brower, Kathy Christoph, Peter Mann, Kathy Pletcher, Alan Aycock, Andy Speth, Ed Meachen, David Schejbal, Bruce Maas, Stephen Kolison, Kathleen Enz Finken, Chris Clements, Doug Wahl.

Oshkosh attendees: Ken Splittgerber, Nick Dvoracek, Kerry Huberty, Sarah Bradway

Action Items

- Lorna Wong - find a place to put the Learn@UW Exec Committee agenda and minutes on the UWSA website
- Lorna Wong – Clean up the Learn@UW Steering Committee Mailing list to the new Learn@UW Exec committee list. Add PAs as requested.
- Ed Meachen – Contact Lou Puligese at eThORITY for an initial conversation with Lorna, Kathy C, Peter Mann
- Kathy Christoph – send Educause Article on Academic Analytics Lorna for posting
- Peter Mann – will work on Academic Systems Budget with Lorna, Andy Taylor, Lorie, and Al Hartman
- Ed Meachen – Ask CIO for instructional Technology portfolio – needs and inventory
- Al Hartman – call Faculty Survey working group meeting – members are: Peter Mann, Lorna Wong, Andy Speth, Jeff Bohrer, Chris Clements, Al Hartman

Next Meeting – Mid April 2010

- Exact date/time TBD
- Conference call format

Meeting Schedule Template:

- Summer will have day long retreat to explore opportunities, review action on recommendations and lay groundwork for budget request for following year.
- Late November early December to prepare for budget request which includes making decisions regarding new software/initiatives. This is also opportunity to hear reports from task forces on their progress.
- Middle to late April a conference call two hour meeting to prepare for summer upgrades, review performance during the year and to prepare for the summer retreat.

Meeting Notes

The meeting began with recognition of Bruce Maas for his leadership during the transition from Blackboard/WebCT to D2L. A certificate of appreciation was presented to him by Ed on behalf of Senior Vice President Martin. Bruce shared his appreciation for the recognition and his concerns about future budgets and the need to be careful about what projects we pilot and subsequently approve. Bruce remarked that with the current economic situation, we cannot afford to make mistakes. In our decision process, we should engage stakeholders, do not be hasty in making technology based alternative solutions, especially in D2L. Be thoughtful, not totally dependent on pilots. The Committee expressed its gratitude to Bruce for his leadership during a very difficult transition. Certificates will also be presented to Ron Kramer and Faith Hensrud as they will be leaving the Executive Committee.

Learn@UW Executive Committee Review (Al Hartman)

Clarification on the chain of approval authority of this group:

If we approve something that does not require funding but a change in policy or practice, does anyone else have to confirm this other than Sr. VP Martin? Is there an appeal process?
- Ed would vet decisions (he is the joint sponsor w/ VP Martin). Ed involved with technology, Rebecca with academic implications. He will share with CIOs or Provosts, as necessary. Funding requests goes to CSRG.

If we not approve something whether it costs money or not, does anyone else have to confirm?

- Ed says to use 'accepted sense' to determine whether others need to confirm. Need to get input from Provosts, as appropriate (e.g. purging courses).

Communication with Provosts: The group was on the Provosts agenda once or twice a year in the past. Suggestion is to send meeting notes to Stephen Kolison and Sr VP Rebecca Martin. They can decide to put issues on the agenda as needed.

Communication with CIOs: The group is on the CIO agenda a few times a year. Ed will note appropriate technical issues to include.

The current vacant Executive Committee position will be left unfilled for the time being, pending some change of positions and responsibilities of some current Committee members.

In summary: the person representing Senior Vice President for Academic Affairs Rebecca Martin, currently Stephen Kolison the Associate Vice President for Academic and Faculty Programs, will communicate decisions made by the Executive Committee to Senior Vice President Martin. Should the Senior Vice President have concerns about any decision she has the ultimate authority to stop implementation and/or return the item to the Executive Committee with her concerns to reconsider.

It is expected that if the Executive Committee has concerns about a decision the Committee's Chair or any member may seek advice and counsel from the Senior Vice President or from UW System CIO.

It is expected that the provosts on the committee will share information with other provosts and CIOs on the committee with will share with other CIOs. We will error on the side of over-communication rather than under-communication.

D2L Steering Committee/Learn@UW Exec Committee History (Kathy Pletcher & Al Hartman)

The D2L Steering Committee started as a group to guide D2L implementation, has transitioned over the years to deal with other instructional technology issues, will continue now as Exec Committee to be more encompassing of broader e-learning and instructional technology needs that affect UW campuses and more inclusive of the academic side in discussion and decision.

Long time members – Bruce Maas, Kathy Christoph, Kathy Pletcher, Bob Kaleta were recognized. Jeanne Blochwitz and Peter Mann were also recognized for their role in transitioning UW campuses from BB and WebCT to D2L.

Executive Committee Communication Channels (Lorna Wong)

The current internal communication channels:

UWS managed Listserv – learnuw-exec@maillist.uwsa.edu

Can include PA or support staff if needed, be judicious. Send info to Lorna

D2L archive site – repository or archive of Committee documents

Requires Login, but not confidential.

Meeting Frequency – the group decides that we meet three times a year

April (conference call ~2 hours)

July (face to face – one to two days)

October/Nov (conference call ~ 2 hours)

Explore External Communication: One way to make the agenda/minutes more easily available to general public may be to start a web page on the UWSA website. Lorna will investigate.

Learn@UW Status Report (Peter Mann & Jeanne Blochwitz)

Peter reviewed the Learn@UW Status Update document. [check D2L archive site] The beginning of semester Login pattern indicated possible plateau reached. We may need different data points to track more meaningful usage. Reporting needs will be discussed later on the agenda.

Learn@UW Utility got an exception to the mandatory Furlough days. Will have support staff available during systemwide furloughs as well as Madison furloughs.

Pandemic preparations and actions were taken at the Utility level as well as campus level. Most campuses have prepared faculty through rapid course deployment strategies. Choice is still up to faculty and campus.

Jeanne reported that some technical issues were encountered in the data cleanup process. Data cleanup communication process with faculty should continue while Utility is working with D2L to resolve the data purge issues. Until these issues are resolved the data remain on servers but

are not visible to instructors. When the issues are resolved the data will be purged from the system to free up storage space.

Disk usage is still growing at an alarming rate. Plan to move disk to different tier in the next few months. This will require some downtime.

Major version of D2L upgrade preparation will start in March. Production upgrade will be in June.

Identity Management – HRS training is using Shibboleth protocol for authentication. Will eventually be implemented across UW campuses. Utility will be working with D2L on their Shibboleth product.

Third Party product integration with D2L – integrated products include Turnitin, Respondus, and Elluminate (pilot). Currently in the planning and talking stage with D2L on Oracle SAIP (Student Administration Integration Protocol) for more efficient and standard based course enrollment and grading transfer. More detail to be covered later on the agenda.

CMS Status & Action (Ed Meachen)

Current D2L contract is 2008-2013. DOA requires some action for alternatives for multi-year contract, not a big driving factor, but it would be prudent to begin some action by next summer to look at course management systems. From the study by Cal State System and Delta Initiatives (PPT on the D2L document course site), no single model has emerged and major disruption seems to be caused by vendors. Open Source products are gaining ground. Hosted services will grow, and other big players (such as Pearson) may enter the market.

Oracle SAIP – is a protocol that allows for deeper and wider integration of student information to other systems. For D2L, the major benefits will be to replace the currently homegrown interfaces maintained by MILLER, provide real-time update of class enrollment information and grade transfer (which is currently available for only 6 campuses). The actual license cost can be very high (\$400,000?). We will be negotiating with both Oracle and D2L on the cost issue, as well as the probable timeline for running a pilot. We need the pilot to understand the technical resources needed and the true benefits of such integration.

Reporting needs – Ed introduced a Business Intelligence firm called eThORITY with a product called AnswerBridge. The CEO, Lou Puligese, was former BB CEO. They are working on an LMS Analytics Beta program and would like to invite UWS to do a no cost pilot to develop Key Performance Indicators (KPIs) for LMS. The hurdle is to find UW resources to work on the KPI development. A couple of campuses expressed concern about losing data to purging thus they may have some interest in this role (Lorna). UWS can play a connecting role between LEAP and assessment of essential learning outcomes (Aaron). Some IRB concerns were raised (Kerry). Kathy Christoph mentioned an Educause article on academics analytics dated 2007 at <http://www.educause.edu/node/162101>. [check D2L archive course site]. Ed suggested a small group should have a conversation with Lou – Lorna, Peter, Kathy C.

Kathy P. noted that our current CMS is a good “student Record System”. We will likely maintain this piece in the foreseeable future, but need to think of adding more tools to track our SIS needs, build other tools transparent to our students to do more creative things, adapt to learning styles etc. At this point we can track general activity but not the depth and quality of the interactions on D2L.

CSRG Budget Preparation (Ed Meachen)

Traditionally, the Learn@UW (plus other Academic Systems) budget was prepared by Peter Mann, with Andy Taylor, Lorie Docken and Lorna Wong. The narrative was written by Kathy Pletcher (chair of Steering Committee) for CSRG. CSRG is revising its process this year. All requests will fill out a template for better consistency. The Learn@UW budget process will continue. Peter Mann will fill out the template and work with AI, Lorie, Lorna and Andy Taylor. The time frame is some time in January 2010. Streaming Service and justification for 2 applications FTE support (approved in July) will be worked into the FY11 budget.

Related instructional technology needs across the UW System should be considered for central budget support or negotiation for a better volume pricing as appropriate (AI). System can play a role in coordinating central licenses. Need to approach this from different channels – Provosts, CIOs, LTDC, and faculty and develop a process. Lorna is already working with Turnitin, Respondus, and Mathematica (soon). Ed will send out a request to CIOs for instructional software needs and inventory. A System wide Faculty satisfaction survey is planned for Spring 2010, the planning group will include appropriate questions. During the course of the next few months (until the April meeting), we will gather information for further discussion to come with a process to handle the requests.

In the future we will have an Executive Committee meeting in late November or early December to prepare for the budget process. In future years it is expected that the budget will cover more than just D2L costs. We expect that additional system wide software (e.g., Turnitin) will become part of the Learn@UW budget.

E-Learning Projects (Lorna Wong) – *PPT summary available on the D2L archive site.*

e-Portfolio Pilot – D2L ePortfolio pilot is into the end of second semester. Five campuses are participating. Pilot ending June 2010, will negotiate further extension as requested by participating campuses. Lorna will initiate a talk with D2L in Dec. UW Colleges are using this pilot for faculty tenure portfolio. Questions raised as some campuses (College of Business at Whitewater and Oshkosh, and LaCrosse) are using another service called Digital Measures. A system for pricing negotiation?

Synchronous Tools – A Synchronous Tools Review Team was formed and currently collecting information on Adobe Connect Usage from faculty users through LTDC assistance. UWS is also setting up a pilot with Elluminate for the Spring semester 2010 and looking for faculty participants. The main advantage is integration with D2L and better Voice over IP features. Lorna is working with the LTDC and D2L site-admins to coordinate this effort. Synchronous Tools may serve research and administrative needs and should be considered in that light as well (Kathy C).

e-Learning Task Force – Reports from the Models for provisioning e-learning systems Task Force and the Life Cycle Planning Task Force are still in the works. Progress delayed by Pandemic Planning and other businesses.

Faculty Satisfaction Survey – will be conducted Spring 2010. Need to review/revise and add questions pertaining to instructional software needs. A subgroup will start to work on this soon – Andy Speth, Jeff Bohrer, Peter Mann, Lorna Wong, Chris Clements, Al Hartman. Al will call meeting.

Wisconsin Online –aka Distance Learning Working Group (Stephen Kolison)

Stephen gave a brief introduction to the charge and formation of this working group that has yet to meet on Dec 3. The purpose is “to advise the UW System leadership on the development of programming and organizational support to expand access to distance learning throughout the UWS System, with an initial task force on online learning.

Question was raised on the handout [check D2L archive site] regarding “review the current UW System Curricular Redesign Program as a possible funding source to support faculty development in this context”. What would we be giving up? Stephen responded that this is just one area under consideration, not a final decision.

Meeting Adjourned: 4:40