

Learn@UW Executive Committee Retreat/ Meeting

September 12, 8:30am – 3:30pm

Pyle Center, Room 112, Madison

Attended: Al Hartman, Lorna Wong, Kathy Pletcher, Ed Meachen, Alan Aycock, Rovy Branon (for David Schejbal), Linda Jorn, Barbara Barnet, Aaron Brower, Chris Clements, Jeanne Blochwitz, Mary Alice Muraski, Peter Mann

Absent: Doug Wahl, Kathleen Enz-Finken, , David Schejbal, Stephen Kolison

Action Items:

ALL:

- Consider volunteering to serve on the budget subcommittee

Al

- Contact Rebecca Karoff on L@UW EC agenda items for Provosts meeting on Sept 16 – LMS Report (with Ed), CSRG budget preview with Provosts
- Prepare an outline/talking points of Academic Systems new initiatives for CSRG retreat on Sept 21 for Lorna and Chris
- Chat with Alan Aycock on his replacement on the EC – Tanya Joosten?
- Chat with Mark Nook on replacement for Kathleen and Academic Affairs representation
- Lead the Budget subcommittee to prepare for CSRG request – due Dec

Ed

- Attend the Provosts Meeting on Sept 16, and present the LMS Task Force Report with the proper context on the Recommendations regarding deferring RFP to 2013 or after and the need to sign a contract extension for 3 years.
- Contact Al Essa to get clarification and the next step on Learning Analytics pilot [ASAP – before end of Sept]. Educause can be a venue as well
- Contact M-John at WISYS to explore potential partnership opportunity with D2L on LA, Chris, Al, Aaron, and Kathy are willing to be in the conversation
- Contact Ruth Ginsberg to start working on a waiver to extend D2L contract (or is this Lorna's?)

Lorna

- Get feedback from LTDC and D2L site-admins on the need and desire to have easily accessible D2L training material, such as those offered by D2L
- Set up a demo on D2L training material to learn more on what D2L is doing
- Revise and Finalize the LMS report recommendations – send to Ed and Al for distribution to Provost. Coordinate public distribution after Provosts' meeting

- Reconvene the LMS Task Force for continuing work this coming year, draft a new charge and get feedback from Al and Ed, solicit new interest in joining the group
- Conversation with LTDC – on content independence needs and practices.

Meeting Notes

Review Membership of L@UW Exec Committee

Members in transition:

- Al Hartman will have completed the three-year chair cycle by July, 2012. Chris Clements is elected as new chair for 2012-2015 (nominated by Kathy, seconded by Lorna, unanimous vote).
- Kathleen Enz Finken asked to be excused from the committee because of busy schedule that precluded her to give the work of this committee the attention she wanted to. Al and Ed will contact Mark Nook to appoint another provost.
- Alan Aycock will be retiring at the end of December – need a faculty replacement. Would be important to have MKE representation to continue. Alan suggested Tanya Joosten. Al may chat with Mark and give it consideration.

Report on D2L site-Visit

Lorna presented the tasks accomplished according to the objectives, highlights of the D2L Roadmap, and the action items cumulated from the site-visit. [See ppt on the D2L course site].

Online Training Material - D2L started this new program, wanted to market to clients. Campuses reviewed briefly via a limited trial accounts. Reactions in general positive, but faculty are used to more customized documentation. Advantage is D2L can keep up with new versions, and supplemental material can ease the workload of training and support staff. Lorna will have a deeper discussion with LTDC and site-admins on the need, desire and practicality of pursuing this further, or revitalizing a training group for common training development. Possible action - ask for a presentation or discussion with the D2L training group to understand their direction of development.

Technical Account Manager – D2L is starting the program to give more efficient technical interaction with large self-hosting clients like UWS than the current account manager who reports to Sales. Lorna is negotiating for a no-cost pilot for at least 6 months. Cost negotiation will happen later. The current quotes are steep.

Strategic Planning – D2L is engaging clients for an exercise to align the product direction of D2L with the strategic plan on e-learning of the institution. Jeanne and Lorna worked with Jon Neill(Account Manager) on an initial conversation. Waiting for the document. It's an on-going process.

Language Pack Support – D2L now supports multiple languages (Spanish, Canadian French, Simplified Chinese, and Arabic). More languages can be built on request or partnership. A demo to the campus support (and a few faculty) in August indicated interest from faculty teaching languages.

Webcasting/Lecture Capture – D2L has just acquired a product from Captual Technologies (U of Toronto) and branded it D2LCapture. A demo is arranged for Sept 14. Will know more of campus interest after. Many campuses already have their own Lecture Capture solutions – media site, Tegrity, podcast producer, Camtasia Relay etc.

LMS Task Force Report Discussion & Next Steps

Lorna presented the revised recommendations as discussed at the Aug 1 meeting for a version of the report to be distributed to the public, including external audience such as vendors. Final modifications as follows:

- Eliminated #2 that specifies on contract
- Changed #3 'piloting alternative LMS' to 'LMS related technology'

Schedule for distribution

- Provosts – Ed and Al will present on Sept 16, report will be sent to provosts ahead
- Public distribution – soon after Provosts meeting
- Announce this through constituents groups – CIOs, LTDC, D2L SA
- <http://www.wisconsin.edu/olit/luwexec/projects/exploratorytask/>
- Proper context on actions related to recommendations should be done verbally with various constituency groups

Discussion of LMS Action Steps in context to the LMS report

#1 Contract negotiation - Should start summer or fall 2012. Extending the contract for less than 5 years can affect our negotiation leverage, but we need to remain nimble. A shorter term contract will satisfy Provosts concerns. Faculty needs to have options but we will not change abruptly. They will be well supported.

** Need to request a waiver from DOA regarding the RFP. Should start working with Ruth Ginzberg starting in the Fall.

** Start to develop a list of new conditions that we need to work into the contract. Feature needs can be extracted from faculty survey comments. Will be an on-going agenda item for the EC meeting.

#2 How do we support pilots? – Gathering information and feedback from

individual campus endeavors is one way. Encouraging and coordinating pilots with some funding support will help us in evaluation: scalability, viability on integration, amount of interest etc. We can also build parameters on the pilots to get the information we need. We should also focus on LMS related technologies rather than just alternate LMS.

#3 On-going Task Force will continue - with a new charge: to provide a short update on the changes on the LMS market next May. Current members are invited to continue. Can put out a call to the campuses on who would like to participate in the Task Force.

#4 Support of periodic student survey on instructional technology – This is a very time consuming job on a few people especially if the same people are also doing the faculty survey. Some professional help can lend more credibility to the results. Expertise is available externally or within a campus. May be hard to justify as a budget item to CSRG. Ed may be able to support a one-time project to get it started. Need a group to figure out what information we need to gather from students. The LMS Task Force can be that group to start.

#5 Content Independence – Need to find out what campuses are doing as their best practices, then determine the need to investigate technology solutions that fit a common need. Lorna will start a conversation with the LTDC. This is a potential budget request from CSRG.

#6 – D2L site visit – is a worthwhile action. Learn@UW EC endorses the action, needs continuous funding support.

#7 – Learning Analytics – will be discussed later in the meeting.

Learning Analytics Discussion

The Learning Analytics subcommittee met on Aug 31. Notes were distributed to the EC [also on the D2L course site] that raised pertinent questions on license perpetuity, data governance, Learning Analytics is a topic to pursue, D2L partnership can be a good opportunity to get started. Some clarifications from both D2L and UWS internally need to be resolved. We need some advice on ‘partnership’ regarding potential ownership of product, long-term relationship to protect our investment of time and expertise. D2L may not look at the partnership the same way. They are looking for a pilot partner, and is open to co-development of predictor models that fit our needs.

We will need an MOU to define the scope, etc. Need to act soon according to the timeline proposed by D2L.

Ed will contact Al Essa to get some clarification, and M. John at WISYS to get some advice on a potential business model. Chris, Linda, Al, Aaron and Kathy are willing

to join the conversation.

Learn@UW Update

[Please check PPT on the D2L course site for details]

Beginning of semester was a relatively smooth start. Summer upgrade projects on D2L and infrastructure all went smoothly. D2L has adopted a new more frequent upgrade schedule that affects our current practice. Utility will discuss with Site-administrators on impact. No changes will be made in the fall.

Annual report on usage and growth were distributed [on D2L course site]. Growth seems to be slowing down, indicating we might have reached a plateau. It is always hard to determine what is representative of an active course. Trends will be more useful for tracking.

WI Federation

The immediate need for L@UW is to convert all campuses from using the IAA authhub to use the WI Federation (Shibboleth) authentication. The project was delayed due to availability of resources and technical issues. Three campuses are engaged in the phase 1 of conversion. The rest of the campuses will be scheduled. Project to complete by Summer 2012.

The future potential of Wisconsin Federated Authentication is huge, but it takes collaboration from many groups – governance, technical, user application buy-in.

For L@UW, WF brings us one step closer to sharing courses across the campuses, or consortia course support that involves multiple campus registration. Need to start to supply use cases applicable for consortia.

SAIP/IPSIS Update

The project was intended to utilize the SAIP protocol in conjunction with D2L's IPSIS integration protocol for course enrollment and grading transfer. This integration will be standards based, provide real time updates, and eliminates the fragile custom interfaces provided by Miler.

The project is experiencing severe delay due to the complexity of UWS requirements that the currently available products cannot provide, initial lack of understanding from vendors on the complexity to provide the proper resources, as well as the standards not being finalized until recently.

The project is taking a new turn as vendors now have a much clearer understanding on UWS requirements, change of management of the project, and standards being finalized. A new timeline has been proposed by D2L, and it looks much more promising and on track with a useable product.

L@UW is requesting support for continuation of the project, but further funding request should be co-championed by both SIS EC and Miler.

New Products Update

[Please check PPT on the D2L course site for details]

D2L ePortfolio

The module is in production with the D2L LE starting July 2011. Getting procurement authority from DOA took a lot of effort. Currently 11 campuses have started to use eP. A one-day orientation session was conducted for new campus support at Stevens Point in July drawing expertise from Stevens Point and Milwaukee. Basic documentation is also shared. D2L eP is mostly used for student portfolios. Many campuses use Digital Measures for faculty portfolios.

BB Collaborate Web Conferencing System (Elluminate Live!)

Contract for a system-wide access started in July. All campuses are participating. Each campus has at least one contact person assigned by the CIO. Training on admin, support, and use of the product were conducted by the vendor in July and August. Central contact and admin is contracted to UW-Extension ICS. Distributed support is expected on each campus. Central support resources need to be on the next budget cycle.

Kaltura Media Management Pilot

A limited pilot (500 users) was started in the spring semester 2011, supported by UWSA. The uptake was initially slow. However, the feedbacks from pilot users have been positive. New interest has surfaced from a number of campuses for the Fall semester, deeper integration with D2L is also becoming available. It will be valuable to continue with the pilot beyond the Fall semester. Negotiation with the vendor for an additional year will be worthwhile. Some support on pilot license cost may be needed.

Budget Preparation Discussion

[These notes are somewhat cryptic as the discussion was crisscrossing among various aspects of the budget process]

The budget preparation for academic systems will follow the normal procedure:

- July - Learn@UW retreat - determine on-going and new initiatives to be included in the CSRG budget proposal
- Oct - Nov - Budget subcommittee drafts budget narrative
- Nov - Presents to the Provosts
- Nov/Dec - budget requests approved by the Learn@UW EC
- Dec - Submit to CSRG
- Jan - CSRG Deliberation & Recommendations
- Feb - March - CSRG takes budget on the road then presents to Chancellors for final Approval

Last year's process was exceptionally complicated due to the stress created by the state budget uncertainty and the possible split of Madison, as well as the huge budget proposed by the Service Center. Our R&D request was cut because it does not address specific projects.

What is different this year? A new 'federated' approach with each campus having more autonomy. Decision that it is important to keep CSRG going.

Academic Systems cannot break apart from Common Systems, but will gain by differentiating ourselves from admin systems to frame our budget.

There are 5 provosts on CSRG – Stout, UWM, WW, Parkside, River Falls

Academic Budget should include innovation and R&D requests, but we should look at other sources such as academic affairs systems Grants as well. Mark Nook has taken a lead on finding a way to consolidate small grants to bigger projects that make a difference and has wider impact. New grants RFP for 2013 should be available soon.

New requests for CSRG this year may include a new Budget System and Shared Financial System – these are multi-million dollars projects. Ed is not too optimistic on other new initiatives but we should include innovation requests.

Academic Systems Budget will include:

- On-going Budget from last year – include eP and web conferencing license
- Kaltura Pilot to continue
- BB-Collaborate central administration support cost
- SAIP
- Analytics
- Innovation Fund – (Pg 11 of the ROADMAP document)

Al, Chris and Lorna will present Academic Systems new initiatives at the CSRG retreat on Sept 21. Al will draft outline.

Budget Task Force for FY 13 – Peter, Lorna, Al, and Chris. Other members of the EC are welcome to join. The budget meeting will be Friday, Nov 4 afternoon, location TBD

**Respectfully submitted,
Lorna Wong
September 30, 2011**