Learning Technologies Advisory Committee | Meeting Summary 04-17-19

Attendees: Mamoun Benmamoun, Robert Cole, Kyle Collins, Matt Grawitch, Jay Haugen, Tim Howell, Lisieux Huelman, Mikael Kriz, San Kwon, Debie Lohe, Terri Rebman, Steve Rogers, Mary Roman, Cindy Rubbelke

Meeting Summary:
- Approval of minutes: Tim Howell- motion to approve, Robert Cole- 2nd, all approve
- Informational updates: LTAC membership terms – LTAC members who know they need to rotate off LTAC next year (for their own reasons) should email Debie. Otherwise, consistent with our plan last year, we’ll be randomly assigning voting members to 1-, 2-, or 3-year terms, to begin next year. After that, all terms will be 3-year terms, with deans and LTAC members with option to continue serving beyond that.
- Canvas updates/discussion:
  - CPHSJ would like to be in an early roll-out if budget allows.
  - Video tools: discussion in last LTAC meeting about built-in video tools vs. Arc (add-on) prompted additional research (see handout). Canvas and the LMS Review Working Group members confirm SLU doesn’t need Arc; built-in tool does what Working Group members wanted, and Panopto will essentially do the key things that Arc would do.
- Panopto updates/discussion:
  - Additional training dates: (See handout) Updated proposed training dates to reflect LTAC input; multiple 2-hour sessions will be held each day, some in different locations, some introductory, some advanced editing; sessions listed on “medical campus” will be open to all faculty;
  - [revised since last meeting] Process for provisioning Blackboard courses for Panopto: previously, this was a manual process. It will now be handled through batch process, with summer courses being provisioned now. After batch process, courses assigned in Bb will need to be provisioned manually.
  - [revised since last meeting] Migration of Tegrity content: Tegrity exported all content a couple of weeks ago; Panopto expects all content to be migrated and placed in instructors’ Panopto accounts in about 8 weeks (vs. previously-stated 20 weeks). Any Tegrity content created between the last export (in March) and July 31 (when Tegrity contract ends) will be converted after that. No content will be available in Panopto until all Tegrity content has been imported into Panopto (this is different from March information). Expected to have all Tegrity content loaded in Panopto, by instructor/creator, before the fall term.
- Video-/Web-conferencing Tools (See handout):
  - Gartner research (across industries): Typically look for choices in the upper-right quadrant. Microsoft is what we have (but doesn’t work well consistently), Cisco is too expensive; Zoom appeared to be the best choice for higher ed. In higher ed more specifically, the top two options are Zoom and Blackboard Collaborate. Since we’re leaving Blackboard, Zoom makes the most sense to pursue.
  - Jay Haugen: Q: Can we look to see if there was an implementation issue with Skype? It wouldn’t be so high on the quadrant if our experiences were true for users outside of SLU. Should be wary of spending money on a tool that does what a no-additional-cost tool does. Kyle will explore.
LTAC members voted to pursue additional information about possible Zoom institutional licensing. Zoom has functionality that Skype doesn’t; even if Skype has no additional costs associated with it, it also isn’t the same, pedagogically. Additionally, SLU already spends some money on Zoom licenses (within academic units), and we should find out how much that is.

- **Classroom Technology Design/Refresh Process:**
  - It has been about 7-8 yrs since classroom technology design was changed. At that time, there were good reasons to standardize the technology in classrooms. But the current refresh approach means classrooms don’t get new A-V technology until about every 9+ years (classroom computers get refreshed at 4 years). LTAC members agree that it’s time to look at the design; not all classrooms may need the same technology; some things feel out-dated, students can’t use their devices to project, etc. Need to explore new design options and viability of possibly having multiple technology designs, work with Registrar on getting right classes in rights spaces, etc. Want to put together a working group to tackle this.
  - Q: Do classrooms in res halls fall under this purview? A: If those spaces are general use (i.e., classes can be assigned to them), yes; if they aren’t, they don’t currently fall under the definitions, but the working group can explore changing these definitions, too.
  - Working Group Volunteers: Lisieux Huelman, Steve Rogers, Cindy Ruebelke, Tim Howell, Mamoun Benmamoun, San Kwon [and Debie]. Will try to meet once before summer.

- **Other:**
  - Jay Haugen- Registrar’s office is starting to look at syllabi software. Course Leaf has just released a syllabus management software that seems very promising. Also looking at what is offered through Canvas. What questions should Jay take back to the vendors? Customizability by unit; few constraints in syllabus content (to allow for greater freedom for faculty in areas without standardized syllabus templates).
  - Kyle- ITS will do a request for proposals (RFP) for helpdesk support.
  - Debie- Will send anonymous survey to LTAC members about their experience on LTAC, ways to improve the functioning of the committee, meetings, etc.

**Decisions / Recommendations Made:**
- Move forward to find out more about Zoom pricing and current expenses