

## Course Management System (CMS) Advisory Committee

Minutes, October 20, 2016

1. Brief Introductions
  2. Blackboard to Brightspace – Update on the contracting process. Discussion of the transition process.  
Tentative timeline:
    - a. Fall 2016 – Finalize and sign contract with D2L.
    - b. January 1, 2017 – Start of contract. Begin configuring Vanderbilt’s Brightspace instance, including integration with VU student records systems and with third-party tools.
    - c. May 1, 2017 – Brightspace available for use during Maymester courses.
    - d. June 1, 2017 – Blackboard decommissioned. All courses moved to Brightspace.
    - e. August 2017 – Extensive CFT-led training and outreach in advance of fall courses.
- What about courses (especially Spring 2017) with incompletes that need to continue? Blackboard will only be available through June, but all Spring 2017 courses will be copied to Brightspace at the end of the semester.
  - Instructors who want to get a start building their Summer 2017 or Fall 2017 courses can do so in Blackboard. All instructor-created content in Blackboard (including Kaltura-hosted content) should migrate well to Brightspace, with the exception of hotspot quiz questions.
  - Question from Nursing: Will Brightspace be ready to go for April courses? Not sure, but will investigate the timeline in detail with D2L.
  - What kind of student support will be available during the transition? The CFT Blackboard team receives very few inquiries from students, but, for the transition, the team will prepare a number of walkthroughs to address common questions.
  - Will SIPX, the new copyright clearance tool provided by the library, work with Brightspace? It should, although the integration with Blackboard has been more complex than anticipated.
  - Note that Brightspace will be managed hosting (in the cloud), like Blackboard is now. Not running on Vanderbilt servers.
  - The CFT team will help a small number of faculty pilot Brightspace in the spring, running on a pilot instance of the CMS. Note that none of the integrations (with Vanderbilt student record systems, with third party tools) will be available, so instructors will need to be okay with that before agreeing to pilot.
  - Suggestion: Start messaging faculty and students as soon as the D2L contract is signed. The current plan is that in November or December (after the contract is in hand), we’ll message through MyVU as well as deans’ offices. Also, the CFT Brightspace support site will be live and ready to share.
  - Suggestion: Prepare an online resource / short workshop on “Five Things You Can Do with Brightspace” with concrete examples to get instructors interested in the new platform.
  - Suggestion: Prepare a Brightspace course for faculty to take to learn about Brightspace. Already in the works—Ashley Burton from the CFT team is preparing a “model course” (like a model home) to show faculty what Brightspace can do.

3. Plagiarism Detection Subcommittee – Form group to evaluate options to replace SafeAssign, which will go away with Blackboard.
  - TurnItIn is the industry leader, but there are other options that might be a better fit to Vanderbilt’s needs. D2L recommended TurnItIn. Funding for a tool has been included in the approved D2L proposal.
  - A subcommittee (Angel Anthamatten, Cliff Anderson, Phyllis Sheppard, possibly Andy Van Schaack from Peabody) will consider our options, with research done by the CFT Blackboard team. Vendor demos via Skype will be conducted as needed.
  
4. New / Expanded Blackboard Building Blocks
  - eComma – A text annotation tool, allowing for analysis of submitted comments. One goal: make student notetaking (on readings, on lecture handouts) more visible. Integrates easily with Blackboard via LTI. Requested by the Center for Second Language Studies for piloting in spring language classes. Approved. Nathalie Porter will shared results of the pilot in the spring.
  - Blue – A course and teaching evaluation platform. Already in use at Owen. Rolling out this fall as a replacement for VOICE in undergraduate schools, Graduate School programs, and the Divinity School. Potential use down the road for mid-semester evaluations, too. Question: Does it integrate with Brightspace?
  
5. Blackboard Acceptable Use Policy – Discuss the draft policy available here:  
<https://www.vanderbilt.edu/blackboard/blackboard-acceptable-use/>.
  - For instance, there are a number of Blackboard “organizations” that exist only so that members of a department can share tenure and promotion dossiers. What other “off label” uses of Blackboard are out there?
  - Follow-up: Derek Bruff will email the committee and ask about other known “off label” uses of Blackboard. Then the CFT Blackboard team will investigate who needs to approve such uses and what guidelines or policies such uses need to follow.

#### *Committee Membership*

- A&S: Malcolm Getz, Tim Hanusa, Nathalie Porter
- A&S: Tim Hanusa
- Blair: Jen Gunderman
- CFT: Derek Bruff, Stacey Johnson, Alexis McBride
- Academic Affairs: Greg Kyle
- Divinity: Phillis Sheppard
- Engineering: Jerry Roth
- Law: Larry Reeves
- Library: Cliff Anderson
- Medicine: Mary Sue Fino-Szumski
- Nursing: Angel Anthamatten, Abby Parish, Mavis Schorn
- Owen: Mumin Kurtulus
- Peabody: Craig Smith

- Provost's Office: John Sloop
- VSG: Sam DeFabrizio, Mitesh Bhalani
- VUIT: Kelly McGill-Barrett, Jeff Loudon