

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
DISTRICT ADMINISTRATION CENTER**

**DISTANCE LEARNING TASK FORCE**

**AUGUST 10, 2010**

**3:00 – 4:00 P.M.**

**Meeting Notes**

*Attendance: Marc Boman, Ashley Chelonis, Martin Chetlen, Scott Corbett, Erika Endrijonas, Dave Fuhrmann, Bola King-Rushing, Mike McCain, Lisa Miller, Mike Rose, Ramiro Sanchez, Rick Shaw, Krista Wilbur*

1. D2L Version 9 Upgrade

The version 9 upgrade is a fairly major upgrade with new features and improvements. One new feature is a Design Wizard. Included in the improvements are master date control changes, navigation bar changes, and many 'behind the scenes' improvements that are not obvious to the user. If, for whatever reason, we choose not to go to version 9, D2L has no plan for any bug fixes or enhancements in version 8. We have made several requests for enhancements that John with D2L has stated could be incorporated into version 9 at some point.

Concern with the Design Wizard was expressed. This new feature is an add-on; instructors will still be able to build their courses without using the design wizard. Marc will forward the D2L version 9 feature guide to the group for review.

- Schedule

Our test environment is scheduled to be updated September 8, with no effect to the production environment. December 22 is the tentative date for upgrading the production environment, which is the week after the end of fall semester. No concerns about the timing of the upgrade were expressed.

- Evaluation / Testing

Marc suggested that the original pilot group of instructors from the three campuses be invited to test the upgrade in the test environment. Krista suggested that additional instructors be included in the testing group. Lisa offered that the original pilot group from MC would probably suffice for the MC group. Bola requested a list of the pilot group.

- Training / Documentation

2. Roles / Permissions

The student role view versus the impersonation view was discussed. Impersonating a student is valuable to help figure out student problem reports. The student role view does not display the same information that a particular student sees, which is why the 'impersonate a student' is used. When dealing with student problems, the 'impersonate a student' has been a great tool to verify what students say they are experiencing,

assisting in problem resolution. Some instructors at MC set up a fake student in their classes to assist with student questions/problems. The possibility of including a fake student in each class was discussed as an alternative to the impersonation feature and the possibility of an automatic creation process will be explored. This would still not give the instructors a means to verify what a student is reporting in their own view. Instructors should be supporting the student directly, and they are constantly trying to figure out if reported problems are valid. It was suggested that instructors need more training in order to better understand the impersonation feature. Marc will investigate if there is a way to better way for an instructor to determine that they are in the impersonator role, submitting a modification request from D2L if necessary.

- Waitlisted Student

The content available to enrolled students versus waitlisted students was discussed. Currently, waitlisted students do not have access to the course content. Two opposing scenarios were reviewed: 1) English instructors who, if waitlisted students had access to content, would have papers and other work submitted by students who are not officially in the class; and 2) waitlisted nursing students who instructors want to have access to content. A recommendation was made to email the pertinent class content to waitlisted students or post to the announcements. Neither work around has been satisfactory to instructors. A consensus was not reached and no changes will be made at this time.

- Observer

A class observer needs to be visible to the instructor based on their contract. Currently the observer can be configured to be visible and has access to all content regardless of any date restrictions for students.

### 3. Content Deletion

- Blackboard....how long do we need to keep?

Fall 2009 was the last semester that Blackboard was utilized. Marc has received five requests in the last four months for Blackboard data; there have been a few other requests in addition to those. The information is needed should there be student issues that require research, such as a grade change request. It was decided to keep the Blackboard data for 5 years which is in keeping with new policy limits for grade changes (three to five years). Faculty will need to request the information from IT, as they do not have direct access.

- D2L

Ramiro will confirm the new guidelines for grade changes, confirming the length of time that historic data is required. This will be formalized at the next meeting.

- Course Studio

Scott requested a method for a quick quiz maker; no suggestion was offered.

4. Blackboard acquisition of Wimba and Elluminate  
Blackboard has acquired both of these tools. Currently, there is substantial usage of Wimba; Elluminate is not used. Since D2L did not have an existing agreement with Wimba before the acquisition, we don't know what will happen with the functionality within D2L. They were working on an agreement at the time of the acquisition. D2L and Elluminate had an agreement before the acquisition by Blackboard. Marc will send a query to our D2L rep for any more available information. It was suggested to begin research into other possible options. The Wimba license for MC renews at the fiscal year end. Information will be gathered this semester, possibly holding demos in the spring to make an informed decision. Switching programs before the summer session would be the better option if we decide to change.
5. D2L Faculty Survey  
Marc and Lisa reported that the survey is ready for flex week. It focuses on the features of D2L and asks what they find useful, not useful, and needs modification. Marc will send the survey to the DLTF group for review before it is released to faculty. Marc needs feedback by August 13.
6. Other Issues  
An earlier request from VC to link to other systems such as Pearson was discussed. ATAC felt that Banner 8 was taking all of our resources at this point and sent the subject back to DLTF. The consensus was that there didn't seem to be lot of support for adding the link.
7. Next Meeting  
The next meeting will be scheduled in late September or early October.