

LA TROBE UNIVERSITY
Learning Management System Advisory Group

Minutes of the 3rd meeting of the Learning Management System Advisory Group held on Thursday May 28, 2 – 3 pm DM Meeting Room at Bundoora campus. This meeting was video-linked to Bendigo and Mildura.

MINUTES

Attendees:

(Bundoora)

Lilian Austin (Chair), Aly Waterson, Paul Whittingham, Ben Ong, Donna Bisset, Marcus De Rijk, Fiona Salisbury, Matthew Oates, Shannon Kerrigan, Robert Bassett, Andrew Noble, Matthew Riddle, Ric Canale

(Bendigo)

Cindy Taylor,

Robyn Hodge (Minute taker)

A PRELIMINARY BUSINESS

A1 Welcome from Chair

Apologies were received from Jennifer Hamilton McKenzie, Peter Barton, Fiona Salisbury, Diane Williamson, Mathew Oates, Tracy Robertson and Matthew Riddle, Katherine Legge and Jennifer Masters

A2 Confirmation of the previous minutes

LMSAG09/01 (M)

With the clarification that regarding Item B2 Recommendation 1: Aly Waterson is to from the group. The Advisory Group confirmed the minutes of the meeting held on April 30, 2009.

Moved: Shannon Kerrigan

2nd: Paul Whittingham

B GENERAL BUSINESS

B1 New LMS Administration site (Andrew Noble)

- LMS administration site to go live 5th June
- To be promoted through Uninews
- Automatic creation of LMS account for all new staff
- Any requests for non-staff accounts to go to the LMS team
- Staff will have ability to select templates. If none chose or incorrect one chosen, Andrew and Doug will override if it is mandated by that Faculty. Aly to send email to faculty ed designers and ADAs to ask for clarification on whether or not templates are mandated.
- Any stray/extra students not picked up by the unit code need to be sent through to LMS
- Updater will run 3 times a day
- Old students still in the system (unit not reset) will be unenrolled.
- Professional development resources, including a Camtasia presentation is being prepared by Aly

B2 Integration of Turnitin to the LMS (Aly Waterson)

- Aly clarified that Turnitin is a link to LMS ('sits' in a repository in the US and not in LMS) rather than integrated with LMS
- Goes live July 20, Aly will promote via Uninews
- User group has recommended use of Turnitin as an educative tool
- Training (via powerlink sessions) Bendigo in July and Bundoora in Aug
- Session launch 'Turniton' At JSMH June 26, details to follow; presenters include Julianne East, Aly Waterson, Gary Allen from RMIT
- New website to support the initiative
- Electronic statement of authorship will be included

B3 LMS issues and processes for reporting (Aly Waterson)

Process is simple but in the past there have been many variations. All reports of issues to be logged through Service Desk. This will enable incidence tracking. Uni-wide problems will get response on voicemail

B4 LMS support process

All reports of issues to be logged through Service Desk also. Service Desk will divert request per the LMS support classification of request type: either Training or support.

B5 LMS Review project (Ric Canale and Paul Whittingham)

Business case prepared and will go to the Planning and Resource committee Ric, Lilian, Andrew and Aly to meet to finalise the functionality criteria
The LMSAG group to be sent the criteria for comment/additions
Students to be recruited to work through sample units in shortlisted platforms

C OTHER BUSINESS

No other business

Distribution

Ms Aly Waterson, Curriculum, Teaching and Learning Centre
Dr Anthony Jarvis, Humanities and Social Sciences
Dr Ben Ong, Science, Technology and Engineering
Dr Caroline Walta, Education, Shepparton Campus representative
Ms Cindy Taylor, Law and Management, Bendigo
Prof David Spencer, Law and Management
Ms Dianne Williamson, Health Sciences
Ms Fiona Salisbury, Library, Bundoora
Dr Jennifer Masters, Education, Bendigo Campus representative
Ms Jennifer Hamilton-McKenzie, Humanities and Social Sciences, Mildura
Dr Katherine Legge, Science, Technology and Engineering, Bendigo
Ms Donna Bisset, Humanities and Social Sciences
Ms Lilian Austin (or alternate), representing Educational Designers
Mr Marcus de Rijk, Curriculum, Teaching and Learning Centre
Mr Matthew Oates, Health Sciences
Paul Whittingham, Information and Communications Technologies
Peter Barton, Education
Dr Ric Canale (Chair), Curriculum, Teaching and Learning Centre
Mr Robert Bassett, Information and Communications Technologies
Ms Shannon Kerrigan, Equality and Diversity Centre
Ms Tracy Robertson, Library, Bendigo