



RUTGERS

Learning Management Systems

Transition to Canvas

Steering Committee

April 12th, 2019

Agenda

- Current Moodle Migration status
- Migration process discoveries
- Migration expectations
- Timeline estimations by type of course
- Work groups - outline of deliverable, nominations
- Unizin Consortium Membership
- Open forum

Current Migration Activities - Moodle

School	Status
Biopharma Educational Initiative	Kickoff completed, awaiting inventory verification
Rutgers School of Dental Medicine (RSDM)	Progressing smoothly, target complete Summer 2019
School of Graduate Studies (SGS)	Kickoff completed, actively migrating 130 courses; target complete Summer 2019
School of Health Professions (SHP)	Kickoff completed, awaiting inventory and timeline
New Jersey Medical School (NJMS)	Kickoff completed, working on SGS
School of Nursing	Kickoff on 4/15, courses have been migrated over the past year or two
School of Public Health (SPH)	Kickoff completed, no inventory of Moodle courses, need to verify remaining courses from eCollege
Robert Wood Johnson Medical School	Need to confirm remaining courses for Radiology

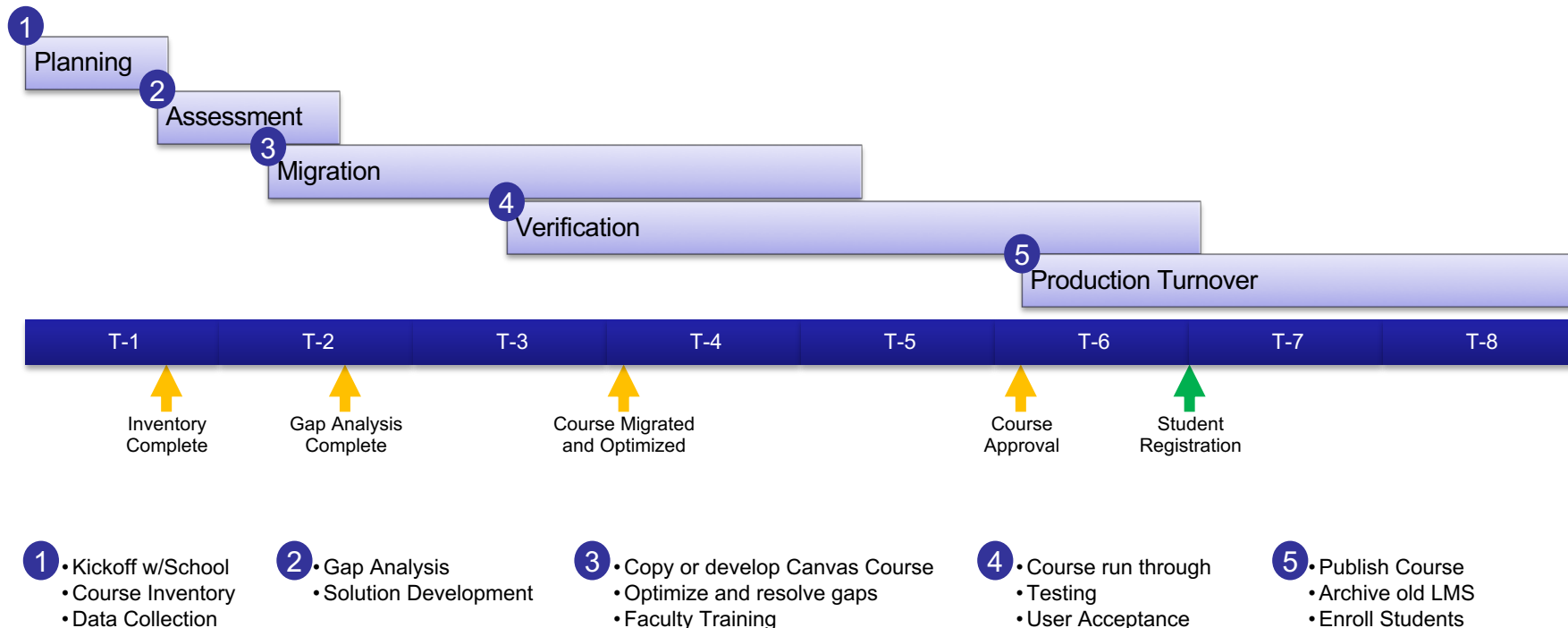
Migration process discoveries

Identified	Plan of action
Roles and responsibilities for migration	A kickoff and initiation package is being developed that will document all roles and responsibilities during migration
Expectations on involvement of Instructor, School and TLT	A clearly outlined process will be documented and discussed with each migration team and instructor
Internal communications plan during migrations	A revised process will be implemented where standard communications and notifications will take place. The migration project team will manage and track the communications to ensure timeliness and follow-up
Communications process between migration resources and instructors concerning course issues	Instructional Designers (ID) will be assigned to all course migrations and will be single point of contact for managing the migration from start to end. During the Review phase the ID will provide recommendations on course optimization as necessary and will work with Instructors to complete as required.
Training recommendations	Training will be discussed and agreed upon during the planning phase to provide ample time to schedule times and resources. During large migrations, several sessions can be arranged.
Archival options	We continue to discover varied requirements on Archival. The team will continue to collect and will present recommended solutions in the near future.

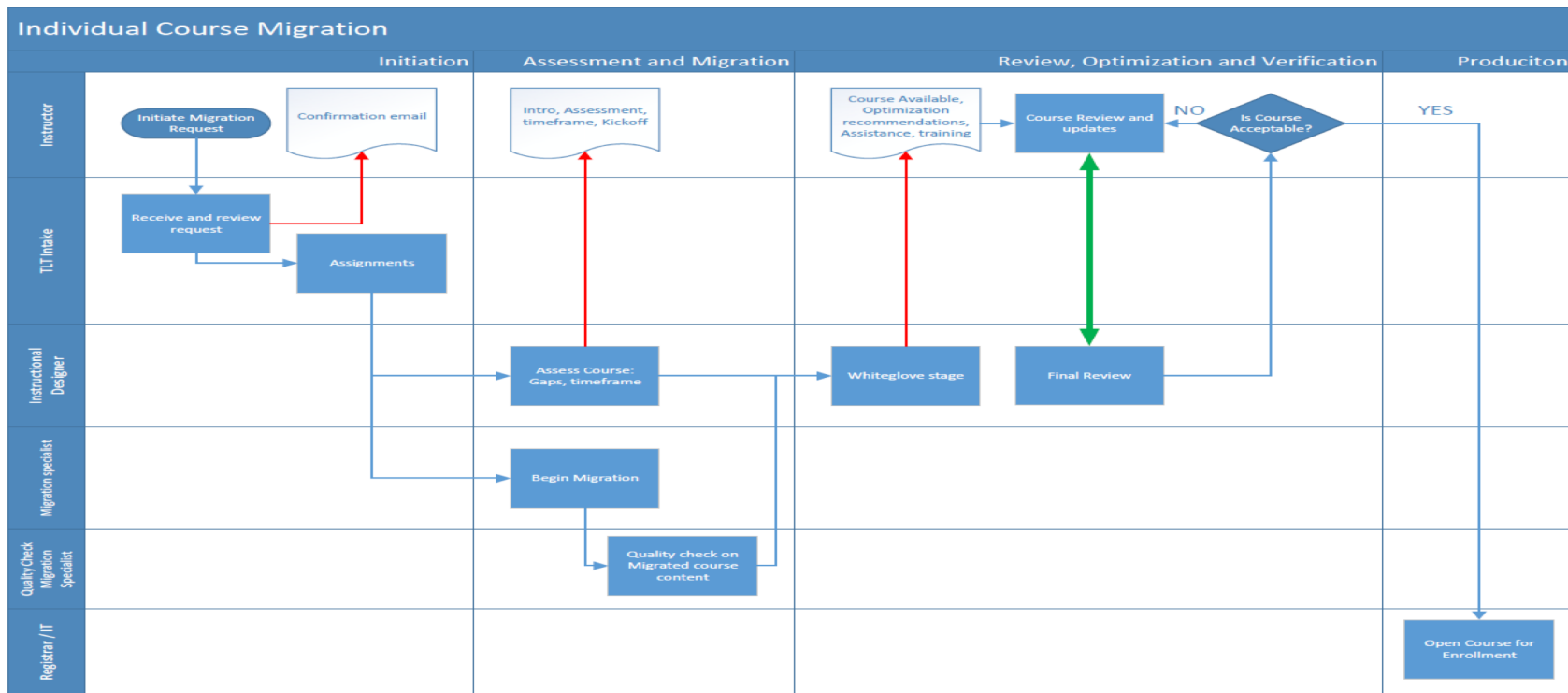
Migration Expectations

- Migration type
 - Bulk migrations vs individual migrations
 - Teachable course (white-gloved) vs archive
- Migration effort
 - Migration specialist (the "moving company")
 - Instructional designer (white-gloving)
 - Single Point of Contact from School or Program for approvals
 - Instructor verification, edits, and acceptance

Transitioning To Canvas - Course Migration Timeline / Process



Migration Roles, Responsibilities, Flow (WIP)



Work effort by Function (WIP)

Moodle	Equivalent in Canvas	Work Effort
News Feed	Announcements	
Assignments	Assignments	
Calendar	Calendar	Must change dates
Chat	Chats	Not copied
BigBlueButton	Conferences	
Import	Import Content	
Sections	Modules	
Forums	Discussions	Not Copied(?)
Gradebook	Grades	
Groups	Groups	
Mail	Conversations Inbox	

Moodle	Equivalent in Canvas	Work Effort
Private Files Repositories	Files	Review organization
Rich Content Editor	Rich Content Editor	
Edit Settings	Settings	Review
Participants	People	Not copied
Statistics	Course Analytics	
Add File	Syllabus	
Quizzes	Quizzes	Review
Wiki	Pages	Update Content
Moodle App	Mobile App	N/A

Working Groups (1/2)

Topic/Issue	Deliverable/Expectation	Group Assigned	Chair	Cadence
Guidelines on Use of LMS	<ul style="list-style-type: none"> Guiding Principles for LMS course Implementation Use case mapping of “course” types to be implemented in LMS/Canvas Definitions / Glossary 	Faculty Advisory	LMS Project	Weekly 1 hour sessions for 1 month
Non-Instructional Project Sites Use Cases	<ul style="list-style-type: none"> Use case matrix/mapping of solutions Definitions / Glossary 	Faculty Advisory	LMS Project	Weekly 1 hour sessions for 1 month
Course Provisioning	<ul style="list-style-type: none"> Allowable methods (pros/cons) Administrative requirements / controls Service level requirements / objectives 	Faculty Advisory	LMS Project	Weekly 1 hour sessions for 1 month
Best Practices on Canvas Course Development	<ul style="list-style-type: none"> Canvas Feature/Function awareness training Sample course discussion / dissection Instructional Design approach Migration lessons 	Instructional Technology	TLT	Ongoing – bi-weekly(?)
LMS Support (e.g. Service Desk)	<ul style="list-style-type: none"> Process development / optimization Knowledge Management / Development Service Desk expectation Service Level requirements 	? (Service Management / OIT) Faculty Instructional	OIT	Weekly 1 hour sessions for 1 month

Working Groups (2/2)

Guidelines on LMS Use	Non-Instructional Project Sites Use Cases	Course Provisioning	Canvas Course Development Best Practices	LMS Support/Service Desk
Sharon Stoerger, SCI Charlie Collick, OIT	Paula Voos, SMLR Will Pagan, TLT Sharon Stoerger, SCI	Chris Valera, OIT Sharon Stoerger, SCI	Erica Lucci, SCI Veronica Armour, SCI Will Pagan, TLT	Charlie Collick, OIT Warren Nevins, DoCS David Schober, DoCS William Pagan, TLT Chris Valera, OIT Edward Bedikian, DoCS

Unizin Consortium

- Rutgers joins Unizin, a higher education consortium
 - 27 institutions, Rutgers becomes one of 13 full members
 - Joins the likes of other Canvas schools, OSU, UF, UM, and PSU.
- Creating common standards for learning technologies like Canvas.
- Having a forum to discuss advancements in the ever-changing digital teaching and learning landscape with our peers.



Unizin Consortium (cont.)

- Improving the learner experience with teaching and learning analytics and resources.
- Leveraging the consortium's size and reach to negotiate favorable licensing terms for member institutions.
- Consortium pricing available for:
 - Canvas
 - Engage
 - Examiity
 - Kaltura
 - LoudCloud
 - NameCoach
 - Pressbooks
 - TopHat
 - Turnitin

Next Steps

- Complete preliminary inventory of existing LMS courses
 - Audit of courses to be migrated
 - Development of data retention plans for each Legacy LMS
 - Identify all non-academic use cases in Legacy LMS
- Prioritize migration units
- Establish project governance committees and prioritize working group activities
- Initiate discussion on course fee structure and funding model

Appendix

Key Project Risks and Issues (1/2)

Risk / Issue	Impact	Plan
Need of guidelines on use of LMS for non-academic scenarios	<p>The need of established guidelines on the use of LMS for non-academic student use cases (demographically based sites, student groups, etc.) could negatively impact the student experience</p> <p>The need of guidelines creates risks around what new solutions will or won't be needed for non-instructional project sites.</p>	Establish a Committee comprised of Faculty, Staff, Stakeholders and IT to develop guidelines and policies on the use of LMS
Need of Project Sites Solution	Approx 25,000 project sites are on Sakai.	<ul style="list-style-type: none">• Users can continue to utilize legacy LMSs for non-academic use until further notice.• A use case matrix is in development to identify solutions for projects sites.• Steering Committee and Project Teams will work to fill gaps via development or procurement of new solutions.
A streamlined help desk support model would improve customer experience.	Current help desk process is a direct handoff from OIT help desk to the LMS help desk	A coordinated optimization effort should be initiated with the Rutgers Service Management Office and the two help desks.

Key Project Risks and Issues (2/2)

Risk / Issue	Impact	Plan
Sakai GradeBook passback functionality to Rutgers SIS is not available in Canvas	The lack of GradeBook passback functionality in Canvas would require a manual workaround	A development effort has been identified to provide the necessary functionality in Canvas, however, target date for completion is 4Q19. Thus Sakai migrations will be deferred until available.
Sakai migration pathways are typically inefficient	Migration of Sakai content mired with issues that lead to course content to be misplaced, scrambled or not migrated at all.	Investigate alternative methods for migration: <ul style="list-style-type: none">• Work with Unizin/BTAA/Instructure on a migration tool• Engage and work with an experienced migration vendor service• Hire additional instructional designers to handle lengthy (5-40 hours/course) white-glove migration
Guidelines on course provisioning	Related to guidelines on LMS use, uncontrolled provisioning may lead to unintended uses	Task committee to recommend guidelines <ul style="list-style-type: none">• Scheduling/Registration generated• On-Demand• User-Requested

Outstanding Decisions

Decision	Impact	Recommendation
Need of guidelines on use of LMS for non-academic scenarios	<p>The need of established guidelines on the use of LMS for non-academic student use cases (demographically based sites, student groups, etc.) could negatively impact the student experience</p> <p>The need of guidelines creates risks around what new solutions will or won't be needed for non-instructional project sites.</p>	<p>Guidelines to be developed by working teams and should be recommended by the SC and be submitted for policy development.</p> <p>Guidelines should be developed around “use cases” such as academic courses, user training, student-oriented administrative sites, student groups, etc. to ensure all potential uses are covered under future policy. Cutover dates for Legacy LMS project sites and current Canvas project sites dates need to align with AUP effect</p>
Solution for “Project” sites – Migrate to Canvas, then grandfather or migrate to new solution?	Approx 25,000 project sites have no transition solution. Many are actively being used	Based on Peer Institution Feedback, do not allow transition of these sites to Canvas. An alternate solution should be developed.