



RUTGERS

# Learning Management Systems

Transition to Canvas

Steering Committee

May 13, 2019

# Agenda

- Current Moodle migration status
- Migration considerations
- SHP migration plans
- Course inventory
- Migration estimations (by LMS and by course type)
- Work groups – LMS Support
- Data retention/course archive
- Unizin Summit
- Canvas Transition Site
- Open forum

# RBHS Migration Progress

School / Unit	Term	#Courses	Kickoff	Inventory	Migration	White-glove	Completed
Biopharma Educational Initiative	All	84	X	X	90%	75%	7/2019
Rutgers School of Dental Medicine (RSDM)	All	?	X	X	?%	N/A	7/2019 - ?%
School of Graduate Studies (SGS)	All	130	X	X	100%	N/A	N/A
School of Health Professions (SHP)	SP2020	171	X	X	25%	10%	11/2019 - 0%
New Jersey Medical School (NJMS)	N/A	N/A	X	N/A			
School of Nursing	N/A	N/A	X	X	100%	N/A	N/A
School of Public Health (SPH)	N/A	N/A	X	X	100%	N/A	N/A
Robert Wood Johnson Medical School	N/A	N/A	X	N/A	100%	N/A	N/A

# Migration Considerations

Suggestions from last SC Meeting:

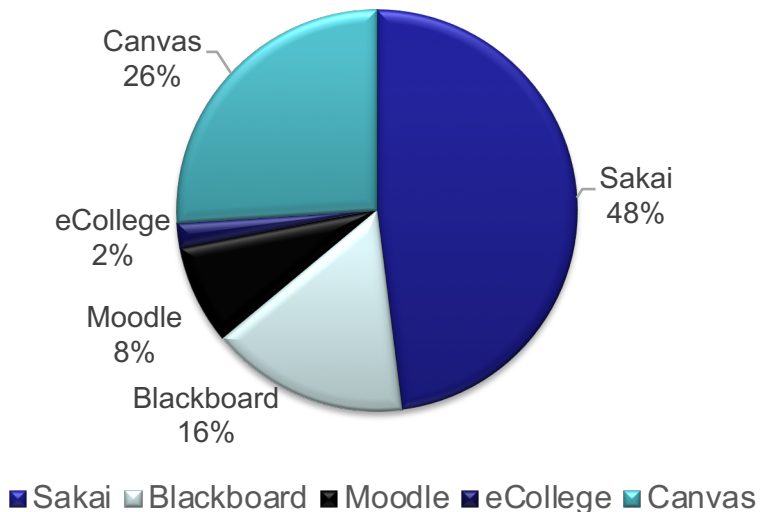
- Standardized communications between migration teams, schools and faculty
- Coordination and direction from school, unit or program directors on migration scope
- Flexibility and focus on setting migration priorities established by school
- Handle but not encourage individual migration requests, funnel through school migration coordinator
- Added Will Pagan, Director of Instructional Design, TLT to SC

# SHP Migration Plans

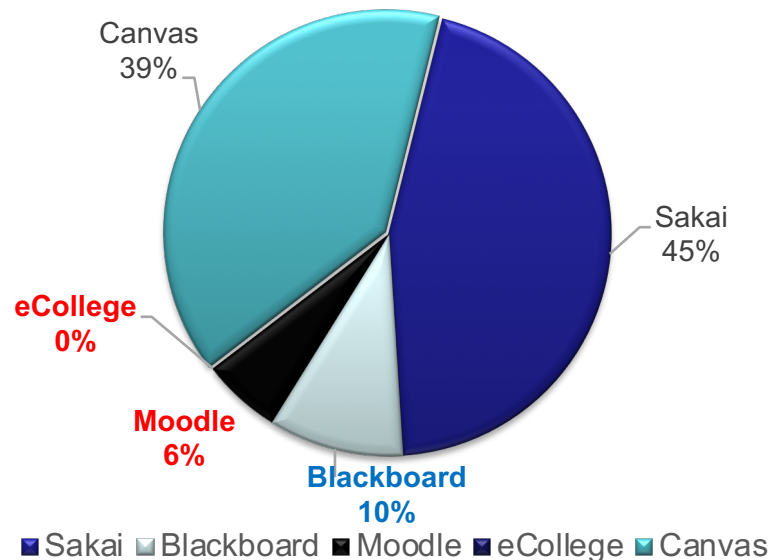
- Target: Term Spring 2020; 171 courses; November 2019
- Organized and prioritized by program
- Course tracking and faculty coordination provided by SHP in conjunction with TLT
- Major checkpoints established:
  1. Prioritized program and course inventory
  2. Timeline and assigned resources
  3. Migration of courses
  4. Handoff from TLT to faculty
    - a) Course content will be transferred to Canvas Template
    - b) ID has completed a verification of content transferred
    - c) ID has created an "exception" list of items that an Instructor needs to review for completeness and accuracy
  5. Faculty or Program approval and signoff on course acceptance for content and teachability
    - d) ID provides suggestions for improvement that an Instructor to consider
    - e) An invitation for consultation on course improvement

# Course Inventory by LMS

LMS Landscape – Past 2 Academic Years



LMS Landscape – Spring 2019



# Moodle migration estimates

Tier 1 = 1 day to complete

Tier 2 = 2-5 days to complete

Tier 3 = up to 2 weeks

- Large course files have frozen the system during migration and requires a second round.
- News Forum is lost during migration and needs to be copy & pasted manually.
- Certain quiz questions do not migrate over, but some of them can be recreated with Quiz.next. More interactive questions are lost.
- Moodle games cannot be migrated over, but maybe recreated with an external tool if available.
- Question banks default to store questions on the course level, not user level.
- Question bank organization can be problematic and require additional manual effort.

Moodle Tool	Tier 1	Tier 2	Tier 3
Assignments	X		
Linked Content		X	
Discussion & PMs		X	
Sections			X
Forums		X	
Gradebook		X	
Kaltura Videos			X
Meetings Recordings		X	
Private Files Repositories	X		
Syllabus	X		
Quizzes		X	
Question Banks			X
Wiki			X
SCORM			X
News Forum		X	
Mail			X

# Sakai migration estimates

Tier 1 = 1 day to complete

Tier 2 = 2-5 days to complete

Tier 3 = up to 2 weeks

- Preliminary estimates to be refined during migrations with review of existing courses
- All estimates are "worst case", as some modules may be implemented with default values or not fully employed

Sakai Tool	Tier 1	Tier 2	Tier 3
Announcements		X	
Assignments	X		
Deep Linked Content		X	
Discussion & Pvt Messages		X	
Lessons			X
Forums	X		
Forums (multiple)		X	
Gradebook Gradebook 2		X	
Kaltura Videos			X
Meetings Recordings		X	
Postem		X	
Resources		X	
Syllabus	X		
Tests & Quizzes		X	
Question Pools			X
Wiki			X
VoiceThread	X		
VoiceThread Assignment			X
SCORM		X	



# Working Groups

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

# LMS Support – Working Group

- Existing LMS and OIT Support teams convened to discuss current state of support
  - Multiple support teams, processes, contact points and service levels
  - Recent incidents uncovered required improvements in processes, tools and coordination
- Identified Critical Success Factors (Migration and Final State)
  - A single point of contact for all LMS incidents and support calls
  - Improve internal coordination between support groups
  - Establish and share knowledge between support groups and end-users
  - Improve communications to faculty and end-users for outages, changes and other notifications
  - Migrate and position support to leverage Rutgers IT Service Management initiatives

# Data Retention/Content Archive

- University Policy to archive course content and student interaction data for a period after course completion; retention period varies across the university
- Accreditation audits require access to courses and student learning experience
- Evidence for a response to student grade disputes or changes
- Courses are sometimes not taught for a few years, so content needs to be available when required

# Unizin Summit

- Consortium working groups and committees
- Unizin learning technologies
- Canvas roadmap
- Learning analytics (UDP)
- Transition to Canvas
  - Discussions with Michigan, Minnesota, and Indiana
  - Discussion with Instructure regarding migration tool
  - Gaining faculty buy-in



# Canvas Transition Site Update

- Steering Committee Page
  - Membership
  - Meeting minutes/summaries/slide decks
  - Question/feedback form
- Working Groups Page
  - Descriptions and anticipated deliverables
  - Meeting minutes/summaries/slide decks
  - Feedback form
  - Get involved (participation request)
- Transition Progress
  - Status reports
  - Progress tracking > Transition Dashboard
  - Project timelines

# Next Steps

- Complete preliminary inventory of existing LMS courses
- Verify target completion dates for Moodle migration
- Develop progress tracking system / status reporting
- Preliminary planning meeting with Blackboard stakeholders
- Continue to engage Instructure and vendors regarding Sakai migration tool/services
- Develop data retention/content archive plans for each LMS
- Provide University community with project update
- Initiate discussion on course fee structure and funding model

# Appendix

# Key Project Risks and Issues

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"><li>• Users can continue to utilize legacy LMSs for non-academic use until further notice.</li><li>• A use case matrix is in development to identify solutions for projects sites.</li><li>• Steering Committee and Project Teams will work to fill gaps via development or procurement of new solutions.</li></ul>
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

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"><li>• Work with Unizin/BTAA/Instructure on a migration tool</li><li>• Engage and work with an experienced migration vendor service</li><li>• Hire additional instructional designers to handle lengthy (5-40 hours/course) white-glove migration</li></ul>
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"><li>• Scheduling/Registration generated</li><li>• On-Demand</li><li>• User-Requested</li></ul>

# 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.