

6 March 2003: CMSAG Summary

In attendance: Joe Burley, Erin Easterling, Randy Graff, Doug Johnson, Kris Kirmse, Terry Morrow, Chris Sessums, Ron Thomas, Marvel Townsend, Martin Vala, Mike Wright.

I. Opening Comments and Discussion:

Remember to update your calendars with the new meeting dates and times.

II. Work Groups.

TCO [Chris Sessums]. Chris reported that he is still waiting for pricing information from some vendors.

HR [Joe Burley]. We will soon have a discussion with Fedro Zazueta, Director of Academic Technology, to get his input on HR structural and staffing level recommendations.

III. CMS Evaluation.

Our tentative deadline of the end of March remains in place.

The committee worked to define a "short(er) list" of features, functions, and issues to serve as the basis of comparison among the CMSs. This list will be further refined and the final comparison list will become the focal point of our final analysis and choice of CMS systems.

The partially refined list of most critical features is appended.

Course Conversion

Doug will get backup archives of a couple WebCT courses to be migrated into Blackboard and vice versa so that we can examine how successful migration/conversion is likely to be.

IV. Report Writing

Strategic Planning: Committee members are asked to examine the strategic planning documents linked at <http://grove.ufl.edu/~cmsag/planning.html> in order to contribute effectively to strategic planning discussions and recommendations.

A reminder that each work group leader should be writing a brief report to present the information and recommendations developed under his or her auspices.

Recommendation and Planning Draft:

Doug will circulate to the committee members the beginning draft of a [very incomplete] final report document no later than tomorrow afternoon. This draft is designed to stimulate thought about the final draft, it should not be considered "the" document. Committee members should plan to devote adequate time to read and offer suggestions on how best to develop the final document.

VII. Next Meetings:

Thursday, 13 March 2003. 9:30 AM, Turlington 1012.

Monday, 17 March 2003. 1-3 PM, Turlington 1012.

Thursday, 20 March 2003. 9:30 AM, Turlington 1012

CMSAG COMPARISON

COMPARISON ITEM (# CHOOSING)

System Administration				
Integration w/ campus systems (8)				
PeopleSoft				
SIS				
Login security				
Reliable access				
Security				
Vendor Relations				
Local student/faculty help desk				
Price (4)				
Tech Support (5)				
Instructor-Student Interaction				
Accessibility (5)				
Announcements				
Archive/Backup Function (5)				
Bulletin board (4)				
Calendar				
Chat				
Multiple chat rooms				
Does upgrading wipe out earlier customization?				
Ease of use				
Internal email				
File management (7)				
Graded assessment (7)				
Calculated questions				
Random variables				
Import/Export capability, e.g. upload grades (7)				
Instructor customization				
Multimedia support				
Online Grading				
Online help for instructors and students				
OS compatibility -- Mac & PC				
Progress tracking				
Selective Release (4)				
Date, Time				
Individual				
Mastery				
Single sign-on to multiple courses				
Student groups				
Student roster (4)				
Whiteboard				
Organizational				
College/Program branding				
Strategic planning considerations				