Committee Meeting Summary
Tuesday, Dec. 2nd, 2014

Present: Creighton Miller, Becky Dodge, Marc Routsong, Sue Taylor-Owens, David Weed, Elise Blas, Chaz Havens, Brenda White, and Tim Peterson.

1. **D2L Continuous Delivery**
   Marc summarized the continuous delivery method that D2L is transitioning all customers to in the future. We will need to be on ver. 10.4 for continuous delivery and that means two scheduled days of downtime for our environment. Scheduling with D2L requires 3-6 months to check system compatibility, upgrading the test environment first and then production. Dates were discussed including: May 21-22, 2015; Dec. 21-22, 2015; and between summer and fall 2015 semesters. Online Education Support advised against the time between summer and fall semesters because there is generally a larger amount of people affected working on fall semester start. The committee’s consensus was to propose the May 21-22 as the first option and Dec. 21-22 as the second. Marc will check with D2L on scheduling the May date. Tim suggested adding this to the Deans agenda item for the next meeting. Brenda will check on the date for the next Technology Steering committee meeting to propose the upgrade dates of May 21-22, 2015.

2. **Respondus Monitor update**
   Washburn University has been using the Respondus product for test generation since the 1990s, the LockDown Browser since 2013, and recently Respondus Monitor. In summer 2014, a Respondus Monitor pilot was implemented for Radiation Therapy students and a full license in fall 2014. Currently Radiation Therapy & Sonography courses have used Respondus Monitor. 2 student issues ongoing—one with a solution, one student still unresolved. There have been a several students with issues using the product. One student’s issue has been resolved and another student’s issue is ongoing. After a recent conference with Respondus support, Marc was encouraged by their process to handle those students that have not had resolution to their access. Respondus encourages students to send messages directly to Respondus and they will escalate those issues to a high priority. Respondus stated that there is still an issue with instructors entering tests into D2L and calendar entries disappearing. Respondus has this on their list for updates but no estimated time for resolution.

3. **Streaming server integration/update**
   Brenda presented the committee with an update on the new streaming server. She stated that there was a soft roll-out and to date there are approx. 50 accounts and faculty or staff that have been through training. Migration of files continues from the old streaming server (approx. 3,000). An integration within D2L to the server was also implemented in this project. Faculty can access their video files from within their D2L courses and directly imbed videos in D2L.
There are a lot of advantages to the new server and faculty/staff are being encouraged to use it. New Zoom account holders are also directed to storing their Zoom recordings on the new server and set up training on the new server.

4. **Other business**
   
   **Turnitin pilot**
   University of Colorado is piloting a graduate class using Turnitin. They are also a Desire2Learn school. Creighton mentioned that Patricia Judd at the Law School would be interested in participating in the pilot.
   
   **Grades Export testing-D2L to Banner**
   Brenda will send the instructions given to faculty for the testing to the Online Education Committee. Elise asked whether this testing would be in time for the graduating senior deadline. Brenda will check with Angie Hurla on that and report back to the group. Marc will also include some additions to the instructions that include merged courses.