Course Management System (CMS) Advisory Committee
Notes, April 19, 2017

1. Brief Introductions

2. Brightspace Implementation Update
    a. Soft Launch on Monday, April 17th – Ready for summer and fall course development with single sign-on, integration with student information systems and most third-party tools, and migration of Blackboard content ongoing
    b. Full Launch in August – Planning dozens of workshops at the CFT and around campus
    c. Request – Know of groups of teaching assistants (TAs) who will need Brightspace training? Please contact Stacey Johnson at the CFT (stacey.m.johnson@vanderbilt.edu).

3. Brightspace Configuration Update
    a. Course home pages – Three options: a simple home page (default), another preset homepage, and build-your-own
    b. Navigation bars – Two options: a standard nav bar (default) and build-your-own

4. Course Enrollment Policy – Approved by the committee. See the newest version on the Brightspace support site: https://www.vanderbilt.edu/brightspace/about/course-enrollment-policy/.
    a. Instructors – Another reason to add additional instructors through the SIS (student information system) is that's how instructor information is provided to Blue, Vanderbilt's course and teaching evaluation system. If an instructors needs to be evaluated through Blue, then they should be added to the course as an instructor in the SIS.
    b. Teaching Assistants – There was a question about who counts as a TA. Specifically, what about undergraduate students who serve as graders or in other instructional roles. The Registrar's Office hasn't tracked TAs historically, but is now developing ways to do so within Vanderbilt's SIS. Undergraduate students can't be called "teaching assistants" because of accreditation requirements, but can serve as graders or course assistants.

5. Acceptable Use Policy – Approved by the committee. See the newest version on the Brightspace support site: https://www.vanderbilt.edu/brightspace/about/acceptable-use-policy/.
    a. Non-SIS Blackboard Courses – There was a question about migrating Blackboard courses and organizations not generated by SIS to Brightspace. Such structures will not be migrated as a batch, although faculty, staff, and students may request migrations for individual courses and organizations that meet the new Brightspace acceptable use policy.

6. Next Meeting – Early September

Committee Membership

- A&S: Malcolm Getz, Tim Hanusa, Nathalie Porter
- Blair: Jen Gunderman
- CFT: Derek Bruff, Stacey Johnson, Alexis McBride
- Academic Affairs: Greg Kyle
- Divinity: Phillis Sheppard
- Engineering: Jerry Roth
- Law: Larry Reeves
- Library: Cliff Anderson
- Medicine: Mary Sue Fino-Szumski
- Nursing: Angel Anthamatten, Abby Parish, Mavis Schorn
- Owen: Mumin Kurtulus
- Peabody: Craig Smith
- Provost's Office: John Sloop
- University Registrar: Bart Quinet
- VSG: Sam DeFabrizio, Mitesh Bhalani
- VUIT: Kelly McGill-Barrett, Jeff Loudon