

IT Council – Learning Management System Advisory Committee Charge and Membership – February 2018

The Learning Management Systems Advisory Committee (LMSAC), reporting to the Information Technology (IT) Council, will have the responsibility to advise the IT Council on matters concerning Learning Management System policies, standards, procedures, support services, and other activities or issues involving the Learning Management System, including determining system-wide learning management needs and recommendations for improvements.

Specific charges for the Learning Management System Advisory Committee are:

- 1) Support the migration of the Blackboard Learn system to Software-as-a-Service (SaaS) hosting by identifying stakeholder needs and providing advice and guidance, as requested, on issues such as: system configurations, the selection and approval of building blocks, integration with content providers, training and support services, and communication with stakeholders.
- 2) Determine system-wide web conferencing and video capture needs and report these needs, along with possible solutions for meeting them, to the IT Council for review.
- 3) Help achieve a more efficient use of monetary and staff resources by identifying functions and services that can be reduced, consolidated, or eliminated.
- 4) Increase student access to learning opportunities by developing a plan for increasing the accessibility of course content contained in the learning management system, and present it to IT Council for review.
- 5) Contribute to the success of the university's 2016-21 long-range plan and strategic information technology plans by undertaking additional IT Council initiatives as directed.
- 6) Make regular reports of the committee's work and progress to the IT Council, including a summary report to be submitted at the end of the each fiscal year.

Learning Management Advisory Committee Membership

A three member executive committee consisting of the following members leads the Learning Management System Advisory Committee:

- Chairperson appointed by the IT Council Chair
- Coordinator, Operations and Systems (ex-officio voting member)
- Director, Faculty Center for Teaching and Learning (ex-officio voting member)

The executive committee shall provide guidance for, and a continuous review of, the work and progress of the Learning Management System Advisory Committee. This will include scheduling and conducting

meetings, and appointing workgroups as are deemed necessary and appropriate for the timely fulfillment of the functions of the committee.

In addition to the executive committee, the Learning Management System Advisory Committee membership will consist of:

Termed Appointments (serve until their term expires)

- Two student representatives (appointed by SGA President, one-year appointment)
- Two Faculty representatives (appointed by Faculty Senate, two-year appointment)
- West Plains Campus representative (appointed by the Chancellor, two-year appointment)

At-Will Appointments (serve until replaced by appointer)

- Distance Education Committee representative (appointed by the DEC committee chair)
- Academic Leadership Council representative (appointed by the Provost)
- Office of the Registrar representative (appointed by the Registrar)
- Access and Outreach representative (appointed by the Associate Provost)
- Disability Resource Center representative (appointed by VP of Student Affairs)
- Library Services representative (appointed by the Dean of Library Services)