

Academic Liaison Meeting

12/15/21 @ 8:30a.m.

Agenda:

Announcements and Updates from OAI

- Elevated Access Forms
 - Sent via email on November 8th
 - Due by December 15th
- Third Party Tool Requests
 - [Status](#)
 - [Third-party Tools Intake Form](#)
 - This round will allow academic units to receive access to existing tools.
 - Email aihelp@tamu.edu for all inquiries or through the Academic Liaisons Teams channel.

Key Dates

- Final exams: December 10- December 15
- Final Grades
 - Open from December 9th at 8am – December 20th at 12pm
 - Degree candidates: December 16th at 6pm
 - All students: December 20th at 12pm

End of Semester Procedures

- [Final grade submission to Howdy from Canvas](#)

TRNG Shells for Academic Liaisons

- TRNG shells mimic Practice Shells, but at the subaccount level
 - **Purpose:** Train faculty and staff at the academic unit level
- Upload enrollment spreadsheets through **Academic Liaisons Microsoft Teams** in the **Training Course Enrollment Sheets** folder
- Use the template provided in the folder
 - Template includes a Sample to reference
- Limit of **one (1) course** per Academic Liaison
- Enrollments are limited to those with **SIGNED and APPROVED** LMS Elevated Access Forms

- First round of enrollments due by **December 22nd COB**. Courses will be created the first week of January.

New! ORCA Website

- Manage course sections
 - Duplicate sections
 - Merge course sections
- Course Associate Role Enrollments
 - Non-Employee Training Requirements
 - Training Status
- Communities in Canvas
 - *Currently under review.*

New! Login Experience

- Quick access to Canvas, Zoom, ORCA, and LinkedIn Learning

Action Items

- Fill out the TRNG Enrollments Spreadsheet and upload to Microsoft Teams by December 22 by COB.

Upcoming Meetings – Spring 2022 invite coming soon!

- *We will send a new invite soon with the meeting cadence.*

Discussion

TRNG Shells

Q: So we cannot add members of our team? How can we train on groups?

A: Only Academic Liaisons can use at the moment as this is a pilot.

Q: Can we work with other ALs and add them? Outside our college?

A: yes, anyone who is an AL and has a signed and approved LMS Elevated Access form

Q: Still limited to 2 AL's?

A: Yes, will let you know if that will change at a further date

New ORCA

Suggestion: Updated videos would be helpful.

Q: When will Community enrollment management be made available to all community owners?

A: Will check on a timeline and follow up.

Q: For new staff and faculty who haven't logged into Canvas before, having issues, were told would need to login directly via Howdy. Can we reference that first-time users need to go through Howdy first as opposed through logging in through links on LMS website?

A: Will look into this.

We have looked into the possible communication this would have stemmed from and logging in through Howdy will help with CAS issues, but not necessarily Canvas account creation and enrollment issues.

Q: Anyone else experiencing issues with adding trying to add themselves into ORCA?

A: When trying to add people of similar roles or permissions seems to have an issue. Bug to be included in resolved issues in January.

Q: leader versus coleader. Do they have permissions in the community to manage enrollments?

A: Put in a ticket so we can review all the content and see if coleaders can manage the content.

Q: Also automatically adds previous ALs to new communities I've requested

A: Put in ticket so we can work with developers to confirm the issue

LMS Website

Suggestions:

- LMS page needs to be completely redone
- Keep Teaching and Keep Learning doesn't make sense
- Duplicate information on the site in different spots that sometimes has conflicting materials
- Time to step back after making the transition and organize from a fresh start and reorganize based on the future mission and goals
- Geared towards emergency COVID and needs a refresh and organization
- Student focus, faculty focus, etc... add LMS governance

Q: Could a Howdy link be added to the LMS log-in page too?

A: will look into with the Howdy login

Other

Q: A few colleges are using PackBack right now. Are students paying for these? How do we implement this?

A: Liberal Arts uses, other departments have paid for

A: Liberal Arts - students pay for it and/or also available in the bookstore so they could use financial aid

Reminder: All tools will be under a one year review period so could change at the end of this year. Any tools passed on to students with a fee will be reviewed at the end of the Spring semester to check if they align with the digital learning environment.

Q: new meeting cadence?

A: Will be meeting with Dr. Walker to check LOST cadence series.