TEXAS A&M UNIVERSITY
Office for Academic Innovation

Academic Liaison Meeting
05/04/2022 at 8:30 AM CT

Announcements and Updates from OAI
- Support Channels:
  - Navigate to Help -> Report a Problem to have your ticket accurately routed to Canvas Support.
  - Make sure you are using your TAMU email address – the same email attached to a Canvas account.

UPCEA
- Registration to create account here: **link**
- Create an account -> Under "I am affiliated with an organization" select Texas A&M University

Canvas Support
- If you receive an answer that is not consistent with what you would anticipate, provide us with the case number and original request.
- We are working closely with Instructure to ensure tickets are routed correctly.

Final Grade Submission
- Email sent to all employees on 5/3/2022: Final Grade Submission Information
- Print-friendly version of steps: https://tx.ag/finalizinggradespdf
- **FINAL GRADE SUBMISSION WINDOW**
  - Grading Opens: Wednesday, May 4 at 8 A.M.
  - Degree Candidates: Wednesday, May 11 at 6 P.M.
  - Grading Closes: Monday, May 16 at 12 P.M.

Fall Shells
- We do not currently have a date for the release of Fall 2022 Canvas shells due to shifts as a result of the Path Forward. As soon as we have that date set, we will communicate further on our website.
- We can create DEV courses outside of the existing policy to address these courses.
- Dev courses require the following:
  - UIN of the IOR assigned to teach the course
  - Term
  - Course name

Questions for LMS Implementation Teams
- QM or other metrics for measuring quality in courses
- Remote courses and proctoring tools – *SURVEY SENT ON 4/25/2022*

Upcoming Meetings – May 18, 2022, at 8:30 AM CT

- Suggestions?

Discussion

Canvas Support

Dentistry: If we need our courses marked for Examsoft, do we still send questions to Canvas first?

> AI: Yes, it can then be escalated correctly. We have given them a knowledge base of third-party tools to escalate to us.

Education: Does it matter if I send a request to "Help" through my Canvas Production or Admin?

> AI: Depends. If trying to help a faculty member using your Admin abilities, Canvas Admin is probably the best way to triage your request. If you use Canvas Production and are enrolled as a student, it may flag the request as a student.

ORCA

Dentistry: I need to add a faculty to a course, but they're not showing up.

> AI: This will widely vary and depend on their onboarding or affiliation with colleges. They also need to be added as an Instructor of Record in Compass first, or they can be added as a course associate role with training override.

Communities

Liberal Arts: If a faculty member is a Leader in a community, can they manage enrollments?

> AI: ORCA is tied to Communities by letting the Academic Liaison and person responsible (Community User role) to manage and edit the Communities. We have found that if this person responsible is also an Instructure, they cannot manage it. In this specific request, we have suggested for a person who is not an Instructor of Record do the enrollments.

> AI: Our office can also manage the enrollments by sending a request through Canvas, which is then routed to us.

Dentistry: Do grad students need extra training to be a leader?

> CG: Might need more information. But grad students can be leaders in communities.

Final Grade Submission

Education: Any updates on LTI's?

> AI: Still working through compliance documentation. As we learn more about these requirements, we will update ALs.

> Education: I've received emails from vendors saying you haven't asked for documentation. Told them you were probably waiting until end of semester for Finals. They emailed again Monday. Any suggestions for excuses?

> AI: You can give them my name and email. Been working on compliance with HECVATs and VPATs, and the new requirements for TX Ramp and Fed Ramp.

Suggestions for Topics

Nursing

1) Where does the DOJ audit stand with accessibility and what expectations long term with accessibility/ALLY benchmarks will be expected, including training by OAI for faculty.
   > ***UPDATE: We have yet to hear back regarding the DOJ audit and any implications to TAMU since September 2021. Any next steps will come from the Office of Risk, Ethics and Compliance. Long term expectations will take shape once we hear back from the DOJ via the TAMU/TAMUS channels.***
2) status of DE taskforce, who is on it, what initiatives are they working on, when will DE coordinators resume meeting, etc. Many ALs are formerly serving on DE Coordinators and we have not met for some time.
   > ***UPDATE: The DE Task Force was convened by the Office of the Provost, rather than AIOL. We will inquire with the Office of the Provost what next steps, membership, etc. are planned. This Task Force has not been convened since mid Fall 2021.***