

## **Project: LMS Formal Evaluation**

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### **Specific Goals:**

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1. To assess and evaluate course management systems and to recommend to the administration a single LMS
2. To identify the software, hardware, and human resources necessary and the required budget to provide those resources to effectively and efficiently support SPC teaching and learning through the recommended CMS

### **Proposed Timeline:**

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Aug. 20 - Biweekly Meeting of the Evaluation Committee

Aug. 20-Sept. 2 - Contact each vendor to gather more information and to invite them to a regional shootout in Oct. Also, try to get access to a working Demo of their product for evaluation.

Sept. 3 - Biweekly Meeting of the Evaluation Committee  
Establish process for faculty focus groups

Sept. 3-16 – Sub-Committees do research on each LMS (includes costs, features, ease of use, etc.)

Sept. 10 - Meet with Faculty focus group. Determine the features set they desire in an LMS. Provide demo accounts for each faculty member to evaluate each LMS.

Sept. 17 - Biweekly Meeting of the Evaluation Committee  
Sub-Committees Reports

Sept. 17 - Meet with Administration (David Creamer, Conferlete Carney, Carol Copenhaver, Jim Olliver, and Mark Billiris) to discuss the progress of the evaluation.

Sept. 19 - Send out questionnaire to each vendor for Oct. Shoot Out

Sept. 16-30 - Develop rubric for evaluating each LMS

Oct. 1 - Biweekly Meeting of the Evaluation Committee  
Report on evaluation rubric

Oct. 1 – Oct. 14 – Committee members are given access to the various LMS for evaluation.

Oct. 2 - Meet with EduTechs to discuss the progress of the evaluation.

Oct. 2 - Send out invitations to other colleges/universities to the shootout.

Oct. 3 - Meet with Administration (David Creamer, Conferlete Carney, Carol Copenhaver, Jim Olliver, and Mark Billiris) to discuss the progress of the evaluation.

Oct. 15 - Biweekly Meeting of the Evaluation Committee

Oct. 22 - Biweekly Meeting of the Evaluation Committee  
Report of evaluation of each LMS

Oct. 28 - 30 - Regional Shootout for Vendors

Oct. 31 - Meet with Faculty focus group. Collect evaluations of vendors and debrief.

Nov. 5 - Biweekly Meeting of the Evaluation Committee  
Debriefing of Shootout.  
Determine the top two LMS systems

Nov. 6 - Meet with Administration (David Creamer, Conferlete Carney, Carol Copenhaver, Jim Olliver, and Mark Billiris) to discuss the progress of the evaluation.

Nov. 19 - Biweekly Meeting of the Evaluation Committee  
Conference call with the top two vendors

Dec. 3 - Final Biweekly Meeting of the Evaluation Committee

Dec. 4 - Present Final Report with recommendations from the committee.