

Hello!

The time has come for colleges within our system to consider adopting a common course management system. The Online Education Initiative will facilitate and subsidize the use of the Canvas CMS for colleges choosing to adopt it.

We are working out the contract details now and are also developing a timeline for implementation with Canvas. These details will be available in the next few weeks. We do know that we will be able to accommodate many colleges that are interested in adopting Canvas within the next year and anticipate that the cost of the new system will significantly reduce the cost that colleges are currently incurring for their CMS's.

Meanwhile, college communities should be having in-depth conversations about what they want to do. By spending time now in conversation about whether or not to change, those colleges wishing to adopt will be ready to implement at the appropriate time. Adoption of a new CMS requires serious consideration of the costs and benefits of making this kind of change. We've put resources together in an open Canvas course shell to assist in your decision making process. Additionally, video interviews with our own colleges who have adopted Canvas, will be added to this resource very soon. The web address for the resource site is below.

Just to clarify, there is a pilot in process for the course exchange component of the initiative, however, participation in the course exchange or in any of the three pilots is not required to adopt the system wide CMS. In addition, we know that colleges use their CMS for online and face-to-face classes and we have negotiated for entire college adoption of Canvas not just for online courses. There is also an option for colleges that choose to use Canvas for the course exchange only.

- The url for the resource site is: <http://tinyurl.com/OEIresource>
- Frequently asked questions about this process are available at the OEI site at <http://ccconlineed.org>.
- My blog posts give a good history of the OEI over the last 9 months and a new post will go up next week at <http://ccctechedge.org/opinion>
- **If you have general questions, please email [oei@cccnex.net](mailto:oei@cccnex.net)**
- If you would like one of us to visit your campus, please email me at [jamespat@fhda.edu](mailto:jamespat@fhda.edu)

Pat James  
Executive Director  
CCC Online Education Initiative

# Why Should We Consider an Upgrade to Canvas?



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[Home](https://ccconlineed.instructure.com/courses/90/pages/home)

[Selection Process](https://ccconlineed.instructure.com/courses/90/pages/selection)

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[is-d](https://ccconlineed.instructure.com/courses/90/pages/selection)

## The benefits to deciding to opt-in to the state-wide common course management (CCMS) system are many. Some of the immediate ones are:

- Your college will be part of a community of educators designing the future of the CCMS as it goes forward
- The CCMS will be integrated among the services available across the system-wide initiatives including resources being piloted now (Online Tutoring and Student Readiness Modules) in the OEI.
- Professional development opportunities for using Canvas will be provided through the initiative at no cost to your college
- Course migration support will be provided.
- If your college is hosting your current CMS, your college will no longer have costs associated with a self-hosting infrastructure
- Upgrades will be completed on a system-wide basis
- Additional resources will be integrated over time
- Significant cost reduction of the cost of the CMS as it will be subsidized by initiative funds
- The RFP/Procurement process has been thoroughly conducted thus saving your college time in the adoption process

*"Canvas really makes my life better; it allows me to do the things I have always wanted to do but never had the tools and the time savings to do them."-Ted Coopman, San José State University*

Switching To Canvas: Why San Jose State's Selection C...



[Click here for the accessible YouTube link.](https://youtu.be/4SuBz7zw8Us) (<https://youtu.be/4SuBz7zw8Us>)

## More Testimonials...

*Our migration was a wonderful experience. We had scheduled a lengthy project plan that started in January 2011 and took us through March 2013. We actually ended up on a quicker time table because Canvas was the obvious choice. We had such a good experience with the migration and everything went so smoothly that we finished migration almost a year ahead of schedule. We have always had amazing service. Canvas/Instructure has actually ruined us for other SaaS companies because the service has been amazing. The service is thorough and quick every time we have a question or issue.*

—Renee Carney  
Director of eLearning  
& Educational Partnerships  
Lower Columbia College

*We have had such a smooth transition. I want to shout it from the rooftops.*

—Mary Johnson  
Learning Technology Specialist  
Brenau University

*Many thanks to the Canvas team for helping make the transition as painless as possible. I really appreciate the clean look and the ease of course building in Canvas which makes it easy for students to grasp with minimal assistance.*

—Cindy Overton  
Elearning Support Specialist  
Clover Park Technical College

Will It Get Used? Canvas users on choosing an LMS





<https://youtu.be/aeoZBcz8J1k>

<https://youtu.be/aeoZBcz8J1k> **Click here for accessible YouTube link.** <https://youtu.be/aeoZBcz8J1k>

*I really like the flexibility and naturalness of Canvas. It seems very intuitive.*

*I feel like Canvas is to our previous LMS as the iPhone is to an old rotary phone.*

—Brenda Frieden, Pittsburg State University

*It makes sense! A complete LMS solution... sans complexity.*

*In Canvas, you can deploy with ease and expect faculty to have more time to focus on content than the tool to deliver them.*

—August Alfonso, Del Mar College



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# Selection



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[Selection Process](https://ccconlineed.instructure.com/courses/90/pages/selection)



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## How was the Canvas CMS Selected?

The CCMS Workgroup of the OEI Steering Committee (faculty members appointed by the Academic Senate for California Community Colleges (ASCCC) and representatives of CCC stakeholder groups) and representatives of the Full Launch Pilot Colleges (Butte, Foothill, Mt San Jacinto, Shasta, Lake Tahoe, Fresno, Ventura, and Coastline) formed the CCMS Committee to initiate various processes and activities to gather input from diverse system-wide input to ensure the procurement of a viable long-term solution. Additionally, student representatives were involved throughout the process and provided input into various activities.



CCMS Committee Vendor Demonstrations

## What was the basis for the selection of Canvas?

1. Commitment to partnership with California Community Colleges
2. Nearly unanimous decision
3. Overwhelming support from students
4. Intuitive end user experience
5. History of strong completion and success rate for students
6. Faculty user adoption rate at colleges significantly higher than other systems
7. Site visits and reference checks were overwhelmingly supportive of vendor product and a confirmation of information shared by the vendors

8. Flexibility for students to indicate a choice for how to receive notifications and course information.
9. Intuitive interface for faculty reducing the need for training.

# CCMS Selection Timeline

How the OEI  
chose Canvas.

## Spring 2014

OEI performs Course Management System environmental scans

## Summer 2014

Vendor Community responds to Request for Information (RFI), further informs the CCMS process

## October 2014

CCC Tech Center publishes formal Request for Proposal (RFP)

## December 2014

Remote-Learner, Blackboard, & Instructure invited to February product demonstrations

Small Title Here

## February 2015

Following 3 days of product demonstrations; the CCMS Committee cast a nearly unanimous vote to adopt Instructure's Canvas as the CCMS.

Committee cites the following reasons behind the decision:

- \* Intuitive student and instructor experience
- \* Overwhelming support from students
- \* Exceptional faculty adoption rates
- \* Increased student success & completion rates
- \* Flexibility for students
- \* Overwhelming support from CCC customers

powered by



[Click here for the accessible Selection Timeline. \(https://ccconlineed.instructure.com/courses/90/files/9302/download?verifier=MnRjEpkWQ6uL1S1fS0pkqUjivFZlcbZxO7tX9RfW&wrap=1\)](https://ccconlineed.instructure.com/courses/90/files/9302/download?verifier=MnRjEpkWQ6uL1S1fS0pkqUjivFZlcbZxO7tX9RfW&wrap=1) <https://ccconlineed.instructure.com/courses/90/files/9302/download?verifier=MnRjEpkWQ6uL1S1fS0pkqUjivFZlcbZxO7tX9RfW&wrap=1> <https://ccconlineed.instructure.com/courses/90/files/9302/download?verifier=MnRjEpkWQ6uL1S1fS0pkqUjivFZlcbZxO7tX9RfW&wrap=1>



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# Questions from the DE Coordinators' Retreat

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June 17, 2015

**Q. Canvas offers a variety of course templates. Will the purchase of Canvas through the OEI require the use of a particular course template?**

**A.** There is no particular template required. The OEI has adopted a set of course design standards that exemplify quality course design. The OEI team suggests that colleges/teachers consider adopting it as a guide to developing great courses.

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**Q. How do you accomplish confidential student evaluations of a course?**

**A.** Canvas does not do this directly, but can integrate with some 3<sup>rd</sup>-party tools that allow student evaluations to still be conducted inside Canvas

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**Q. Are messages internal to Canvas, or are these sent to students?**

**A.** Similar to email, "Conversations" is also sometimes called "Messages" or the "Inbox". With this communication tool, students can send direct messages to individuals or a custom group of people.

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**Q. What kind of support will faculty/colleges get from Canvas? Will it ever be outsourced?**

**A.** Colleges that maintain Tier 1 help desk support currently should expect to continue offering that level of support. The OEI will fund help desk support for evenings and weekends.

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**Q. Does the contract allow for non-instructional uses, such as committee work or groups?**

**A.** Yes. Take a look at the Canvas Resource Site located at <https://ccconlineed.instructure.com/courses/90>. This is a course shell and an example of one of the ways, outside of an actual course, that the system can be used.

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**Q. Are there any quotas on course sizes, etc.?**

**A.** No. There are no restrictions on the number of students, number of faculty, etc., in Canvas itself. There are currently no class size mandates within the Course Exchange courses at this time either, although that could change as success data is collected.

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**Q. Archiving courses between semesters or quarters – does this affect storage capacity?**

**A.** Representatives of colleges that already have Canvas, reported having no issues with storage. The available storage is 500MB allocation per student, which should be sufficient college wide.

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**Q. Is there a provision to pilot Canvas prior to the 15-month adoption cycle?**

**A.** Canvas provides two options for evaluation: 1) A 2-week trial to a sample course for purposes of evaluation, and 2) Access to a free course shell to create and teach a course to students. Materials/courses created can later be migrated to the CCC Canvas instance for your college as part of full implementation. These options are found here: <http://www.canvaslms.com/try-canvas>

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**Q. Can we come on board with Canvas before our existing LMS contract runs out?**

**A.** Yes, you've already paid for that contract. You still need to identify the timeline for your Canvas implementation that coincides with an Implementation Cohort. Actual implementation may take longer or shorter than the recommended 15-month cycle the OEI suggests, depending on specific college needs. The OEI expectation would be that at the end of your current LMS contract, Canvas would become your primary/only LMS going forward.

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**Q. Will colleges with the Peoplesoft SIS be supported if colleges want to come on board with Canvas?**

**A.** Yes, Canvas integration will support integration with Peoplesoft and Ellucian (Banner and Datatel/Colleague) systems

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**Q. Is there support for course migration to Canvas from an existing LMS?**

**A.** OEI is working with @ONE to provide training for course migration support. There are currently also course migration engines within the tool that will move content over (Bb, Moodle, D2L) and by mid-fall there will be a migration tool for Etudes. In addition, we are identifying best practices for faculty to organize course content in a way that makes the migration more seamless.

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**Q. Will there be on-ground course migration training support to help colleges train faculty in course migration?**

**A.** The migration tools and functions are introduced as part of the faculty and administrator training that Canvas provides. We are also working with @ONE to develop training for course migration, and resources will be made available to colleges. There are also additional course migration services including bulk migration and “white glove” support that can be purchased directly from Instrucure for migration support. Given our research into colleges migrating courses to Canvas and the experiences of the current Canvas-using colleges, colleges report minimal to no workload issues with course migration.

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**Q. If my college is going to save a lot of money by adopting Canvas, what should my college do with the cost savings?**

**A.** The ASCCC has taken a position that any potential or actual cost savings from adopting a statewide learning management system should be directed back into support for faculty teaching distance education courses. The OEI supports this position and will continue to advocate that funds saved through adoption of Canvas should be directed back into local DE programs. In addition, while the intent is to fully fund Canvas through 2019, we understand that the state’s fiscal condition is subject to change. While it is unlikely that colleges will again be asked to fund the full cost of Canvas, it is possible that colleges could, at some point, be asked to fund a portion of the licensing costs. Therefore, we recommend that colleges save 20% of the cost savings in case of future obligations to fund Canvas at the local college.

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**Q. Where are the Canvas host servers located?**

**A.** Instructure uses Amazon Cloud Services for hosting with primary centers in Virginia and the San Francisco Bay Area.

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**Q. What if I am contacted by Canvas sales representatives?**

**A.** The OEI has been working with the Canvas sales team to reduce the “direct sales” approach, though they may contact colleges to provide demos.

# Canvas is...



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"The Cool Things You Can Do With Canvas"



[Click here for the accessible YouTube link \(https://youtu.be/bDCxk-c2vkk?rel=0\)](https://youtu.be/bDCxk-c2vkk?rel=0).

Canvas is a modern educational platform that supports a deep focus on teaching and learning. The robust features of Canvas help to enhance teaching and learning beyond the physical classroom.

Canvas is:

- **Intuitive** - A clean interface for desktops, laptops, tablets, and smart phones.
- **Flexible** - Allows customization to support a range of pedagogical styles and formats.
- **Dynamic and Cloud-Based** - Continual improvements to features and support documentation.
- **Engaging** - Instructors can easily connect with students through rich video, audio, text chatting, and

discussion board options.

- **Reliable** – Canvas support by phone, chat, or email is available 24/7/365 for general questions about getting started in Canvas, how to use its features, and for troubleshooting assistance.
- **Efficient** – Provides faster and easier grading capabilities.

Features:

- Canvas boasts hundreds of features to help make teaching and learning easier. Several of them are highlighted below. Visit the Canvas website for a [complete list of features](http://www.canvaslms.com/higher-education/features) (<http://www.canvaslms.com/higher-education/features>).
- Collaborative—Wikis, discussion boards, and integrated tools like Google Docs, make group learning more productive.
- Integrated Media Recorder—Easily include audio or video comments to personal messages, assignments, course discussions, and even graded work.
- Mobile Capabilities—Lets students engage in learning anytime, anywhere from any computer or mobile device.
- SpeedGrader—Facilitates grading in half the time, plus you can preview student submissions and provide video or voice feedback all in one area.



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# Resources to Support Your College's Upgrade to Canvas



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[Selection Process](https://ccconlineed.instructure.com/courses/90/pages/selection)

[Ca](https://ccconlineed.instructure.com/courses/90/pages/implementation-guide)

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## Engaging in Campus Conversations on the Course Management System Selection – a Guide from the OEI Steering Committee

The OEI Steering Committee asserts that technology decisions be heavily dependent on faculty teaching needs. The decision about which CMS a college adopts, should be made by relying primarily on faculty expertise through your academic senate. However, we also know that ease of use by both the teaching community and the students is critical component of successful CMS implementation. Using a CMS can cause challenges for both teachers and learners if the tool used to accomplish the learning is not intuitive and potentially interferes with the educational process. So, we encourage you to engage your students in the selection process as well as the other stakeholders on your campus. As the Canvas folks say on their web site, *it's not worth much if people don't use it.*

You may be wondering how to start the conversation at your college about changing course management systems. It's a big decision and requires input from many stakeholders who will be affected. The concerns and needs of the users vary across a college or district and should be factored into your decision-making processes.

The OEI Steering Committee has made a list of suggested stakeholders and some of the concerns they might have. This list is likely not exhaustive. The culture of your institution will inform the list of stakeholders you develop; however, your academic senate should take a leadership role in this conversation. Stakeholder concerns are important considerations in the decision making process.

Below are some of the stake holders you should involve in the decision making process at your college, and some of what they are concerned about in the approximate order of importance/concern of the stakeholder:

1. Faculty members: Functionality, ease of use, accessibility, mobility, adaptability
2. Students: Ease of use, accessibility, mobility
3. Support Staff: Ease of use, available support resources, accessibility
4. Administration: Effective usage across all courses, cost, compliance
5. Technology Staff: Resources for implementation, ability to populate courses, data portability, ease of use, cost
6. Research Staff: Ability to retrieve useful data, ease of use

Understanding what concerns relate to which stakeholder groups will help in the planning for meetings and product demonstrations as you consider whether or not you wish to change your CMS.

*Individual colleges have their own governance processes that would direct the selection processes for this kind of decision. However, the OEI Steering Committee strongly suggests that colleges engage in a college-wide conversation with the conversation with the local Academic Senate in a lead role.*

It is important, however, to make sure that you have included the stakeholders mentioned above in the process of evaluating Instructure's Canvas.

**Some additional considerations:**

- **Migration:** All groups are concerned with the time factor for migrating courses and entire systems. We are working with the @One team who will be providing migration training workshops beginning in Fall 2015 to support the major CMS that are being used by the CCC's now. The time it takes to bring a course into Canvas varies by the original source of the course. Total time to migration can take from three months (really tight!) to 2 years. Most system migrations happen within a year.
- **Cost:** Now that the contract process with Instructure is complete, the OEI project has announcement that we are paying for all of the Canvas subscription and implementation costs through the 2018-19 academic year. While we can't guarantee the ability to do so for longer, we know that the funding from the Chancellor's Office and Legislature is intended to be ongoing money. We hope to continue funding at a full level but the possibility does exist that we may have to share the cost with colleges after 2018-19.

There are other benefits to being part of the system-wide adoption that include: not having to go out through an RFP process, taking advantage of cost reductions due to economies of scale, and having access to integrated resources. This information is mentioned elsewhere in these pages.

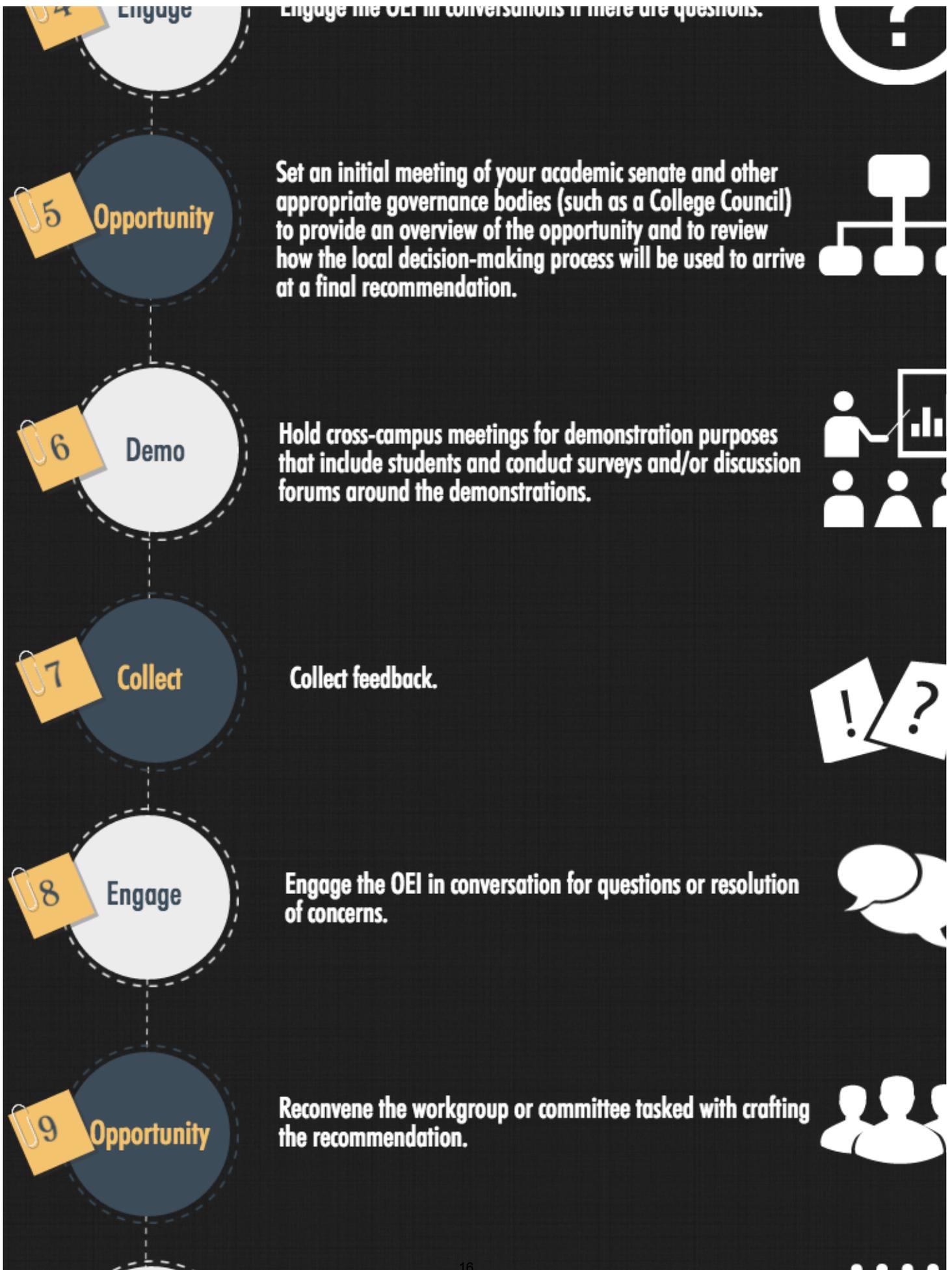
# Suggested Steps Towards a Decision:

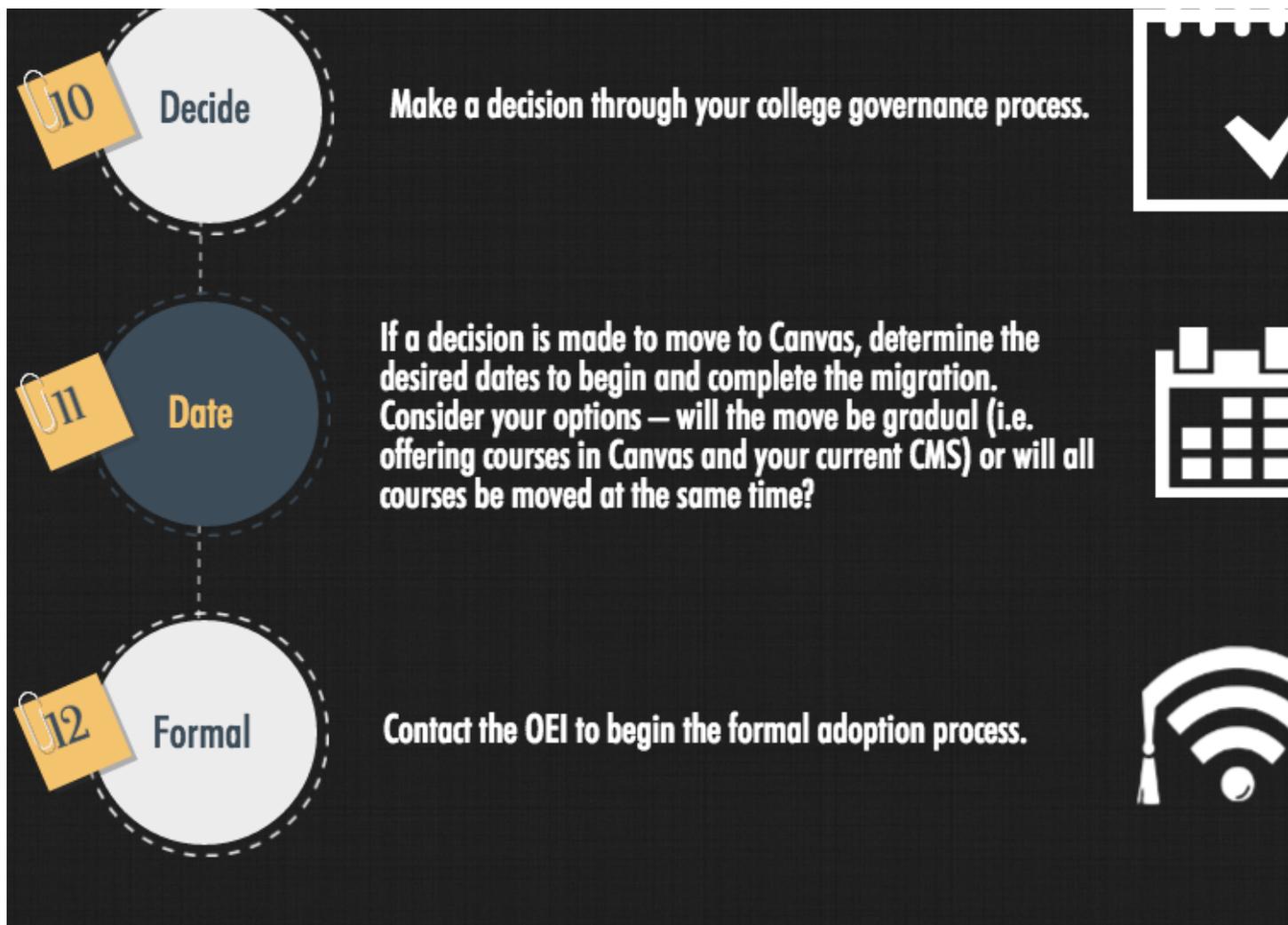
**The college president and the academic senate president meet to discuss the opportunity and to review your local decision-making process in order to determine how the recommendation will be made through your participatory governance structure. Because of the central role that your course management system will play in instruction, the OEI Steering Committee strongly suggests that your institution rely primarily on faculty expertise and recommendation of your academic senate.**

**Determine who should lead the conversation on your campus, under the auspices of your academic senate. (DE Coordinator? DE Administrator? Faculty on the DE Committee? The person initiating the conversation may differ by role at each college.)**

**The lead person and appropriate workgroup or committee should review all of the material within these pages.**

**Engage the OEI in conversations if there are questions**





[Click here for the accessible "Suggested Steps Towards a Decision".](https://ccconlineed.instructure.com/courses/90/files/9636/download?verifier=AXGTTpasUHHZL6NxKQS9MI4HY4lolREFYtydEq6&wrap=1) <https://ccconlineed.instructure.com/courses/90/files/9636/download?verifier=AXGTTpasUHHZL6NxKQS9MI4HY4lolREFYtydEq6&wrap=1> <https://ccconlineed.instructure.com/courses/90/files/9636/download?verifier=AXGTTpasUHHZL6NxKQS9MI4HY4lolREFYtydEq6&wrap=1> <https://ccconlineed.instructure.com/courses/90/files/9636/download?verifier=AXGTTpasUHHZL6NxKQS9MI4HY4lolREFYtydEq6&wrap=1>

*Individual colleges have their own governance processes that would direct the selection processes for this kind of decision, however, the suggestion of the OEI is that colleges consider a college-wide conversation starting with the local Academic Senate in a lead role. Suggested process steps are being considered by the OEI Steering Committee and will be available soon.*

<sup>1</sup> [ASCCC Resolution 17.02 F14 - Faculty Primacy in Distance Education Instructional Programs and Student Services](http://www.asccc.org/resolutions/faculty-primacy-distance-education-instructional-programs-and-student-services) (<http://www.asccc.org/resolutions/faculty-primacy-distance-education-instructional-programs-and-student-services>)

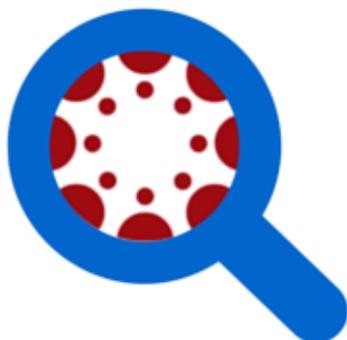
## Further Reading:

- [LMS Evaluation Workshop Plan](https://ccconlineed.instructure.com/courses/90/files/9304/download?verifier=SeLqsLuLphkyrkqacceLvomAarshfSLR6chcBn6h9&wrap=1) (<https://ccconlineed.instructure.com/courses/90/files/9304/download?verifier=SeLqsLuLphkyrkqacceLvomAarshfSLR6chcBn6h9&wrap=1>) <https://ccconlineed.instructure.com/courses/90/files/9304/download?verifier=SeLqsLuLphkyrkqacceLvomAarshfSLR6chcBn6h9&wrap=1> <https://ccconlineed.instructure.com/courses/90/files/9304/download?verifier=SeLqsLuLphkyrkqacceLvomAarshfSLR6chcBn6h9&wrap=1>
- [Top-Considerations-When-Evaluating-a-Learning-Management-System](https://ccconlineed.instructure.com/courses/90/files/9305/download?verifier=dIKZKaHV7sRIUJxgj1bl1oCUdpYrT2wHISZFWcTV&wrap=1) (<https://ccconlineed.instructure.com/courses/90/files/9305/download?verifier=dIKZKaHV7sRIUJxgj1bl1oCUdpYrT2wHISZFWcTV&wrap=1>) <https://ccconlineed.instructure.com/courses/90/files/9305/download?verifier=dIKZKaHV7sRIUJxgj1bl1oCUdpYrT2wHISZFWcTV&wrap=1> <https://ccconlineed.instructure.com/courses/90/files/9305/download?verifier=dIKZKaHV7sRIUJxgj1bl1oCUdpYrT2wHISZFWcTV&wrap=1>

## Canvas Case Studies:

- [Westminster College](https://ccconlineed.instructure.com/courses/90/files/9309/download?verifier=9sICSoiQRXGLbod93LaCd3OHmYhZi8DOdSdsCZm0&wrap=17) (<https://ccconlineed.instructure.com/courses/90/files/9309/download?verifier=9sICSoiQRXGLbod93LaCd3OHmYhZi8DOdSdsCZm0&wrap=17>) <https://ccconlineed.instructure.com/courses/90/files/9309/download?verifier=9sICSoiQRXGLbod93LaCd3OHmYhZi8DOdSdsCZm0&wrap=17>

- [verifier=9sICSoiQRXGLbod93LaCd3OHmYhZi8DOdSdsCZm0&wrap=1](https://ccconlineed.instructure.com/courses/90/files/9309/download?verifier=9sICSoiQRXGLbod93LaCd3OHmYhZi8DOdSdsCZm0&wrap=1)  (<https://ccconlineed.instructure.com/courses/90/files/9309/download?verifier=9sICSoiQRXGLbod93LaCd3OHmYhZi8DOdSdsCZm0&wrap=1>)
- University of St Francis** (<https://ccconlineed.instructure.com/courses/90/files/9311/download?verifier=k4rH5kdT9Bb3ICXmXVVTzciVSdOTWn1x6e4bE4ia&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9311/download?verifier=k4rH5kdT9Bb3ICXmXVVTzciVSdOTWn1x6e4bE4ia&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9311/download?verifier=k4rH5kdT9Bb3ICXmXVVTzciVSdOTWn1x6e4bE4ia&wrap=1>)
  - Utah State University** (<https://ccconlineed.instructure.com/courses/90/files/9310/download?verifier=JIC7x3Xv7omZ7BcT9uZHROK8mWAbnpRySTnUJskP&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9310/download?verifier=JIC7x3Xv7omZ7BcT9uZHROK8mWAbnpRySTnUJskP&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9310/download?verifier=JIC7x3Xv7omZ7BcT9uZHROK8mWAbnpRySTnUJskP&wrap=1>)
  - University of Mary Washington** (<https://ccconlineed.instructure.com/courses/90/files/9312/download?verifier=mZiRte9v3wFYqZ6dlhAMxCBWdnJa6gKbQ5SGtYiN&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9312/download?verifier=mZiRte9v3wFYqZ6dlhAMxCBWdnJa6gKbQ5SGtYiN&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9312/download?verifier=mZiRte9v3wFYqZ6dlhAMxCBWdnJa6gKbQ5SGtYiN&wrap=1>)
  - Michigan Technological University** (<https://ccconlineed.instructure.com/courses/90/files/9313/download?verifier=nDikBb0QZkQpGPEZ4gSqw6aa6HNIqABnP4O73jx&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9313/download?verifier=nDikBb0QZkQpGPEZ4gSqw6aa6HNIqABnP4O73jx&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9313/download?verifier=nDikBb0QZkQpGPEZ4gSqw6aa6HNIqABnP4O73jx&wrap=1>)
  - Brigham Young University Hawaii** (<https://ccconlineed.instructure.com/courses/90/files/9314/download?verifier=aiatGmlUAzolpeE01zM3hokJcAsfUVjvlyoZpShF&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9314/download?verifier=aiatGmlUAzolpeE01zM3hokJcAsfUVjvlyoZpShF&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9314/download?verifier=aiatGmlUAzolpeE01zM3hokJcAsfUVjvlyoZpShF&wrap=1>)
  - Brown University** (<https://ccconlineed.instructure.com/courses/90/files/9315/download?verifier=vBid7cc0LLoLxRWJXZCGn1hwMY5qSyNb4OY3Q3mw&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9315/download?verifier=vBid7cc0LLoLxRWJXZCGn1hwMY5qSyNb4OY3Q3mw&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9315/download?verifier=vBid7cc0LLoLxRWJXZCGn1hwMY5qSyNb4OY3Q3mw&wrap=1>)
  - Auburn University** (<https://ccconlineed.instructure.com/courses/90/files/9316/download?verifier=fyhi3yLuPpsvMYiswtbDhq8Hu55pg5E48pg0KfW2&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9316/download?verifier=fyhi3yLuPpsvMYiswtbDhq8Hu55pg5E48pg0KfW2&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9316/download?verifier=fyhi3yLuPpsvMYiswtbDhq8Hu55pg5E48pg0KfW2&wrap=1>)
  - (<https://ccconlineed.instructure.com/courses/90/files/9316/download?verifier=fyhi3yLuPpsvMYiswtbDhq8Hu55pg5E48pg0KfW2&wrap=1>)  (<https://ccconlineed.instructure.com/courses/90/files/9316/download?verifier=fyhi3yLuPpsvMYiswtbDhq8Hu55pg5E48pg0KfW2&wrap=1>) **Canvas' Higher Ed Stories** (<http://www.canvaslms.com/higher-education/stories>)
  - (<http://www.canvaslms.com/higher-education/stories>) **Northwestern's Evaluation Recommendation Report 4-10-2014.pdf** ([http://www.it.northwestern.edu/bin/docs/The-Canvas-Recommendation-Report\\_4-10-2014.pdf](http://www.it.northwestern.edu/bin/docs/The-Canvas-Recommendation-Report_4-10-2014.pdf))
  - ([http://www.it.northwestern.edu/bin/docs/The-Canvas-Recommendation-Report\\_4-10-2014.pdf](http://www.it.northwestern.edu/bin/docs/The-Canvas-Recommendation-Report_4-10-2014.pdf)) **Washington State's 9 Month Evaluation** (<http://campustechnology.com/Articles/2012/05/24/Washington-State-Higher-Ed-Shifting-to-Instructure-Canvas.aspx?Page=1>)
  - Migrating Your LMS Made Simple** (<https://www.insidehighered.com/audio/2015/10/20/migrating-your-lms-made-simple>)



## READY TO SIGN UP?

Click here to get started.

[Ready to sign up? Click here to get started. \(https://ccconlineed.instructure.com/courses/90/pages/implementation-guide\)](https://ccconlineed.instructure.com/courses/90/pages/implementation-guide)



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# Home

## Common Course Management System Consideration Resources

*provided by the Online Education Initiative (OEI)*



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[Home](https://ccconlineed.instructure.com/courses/90/pages/home)

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California Online Education Initiative and Canvas: Strea...



[Click here for the accessible YouTube link](https://www.youtube.com/watch?t=15&v=GYkymu5BdRI) <https://www.youtube.com/watch?t=15&v=GYkymu5BdRI>



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## Welcome to the Canvas Selection Resources Area!

The purpose of these pages is to provide California Community Colleges with information about Canvas, the common course management system (CMS) selected by the OEI selection committee. The resources are intended to assist colleges as they consider adopting Canvas as their CMS including those to involve in the process on your campus. We believe these items will facilitate engaging faculty, staff, and students in a thoughtful consideration of whether or not Canvas should be your CMS in the future.

- [How did Canvas get selected as a CMS option for the CCCs?](https://ccconlineed.instructure.com/courses/90/pages/selection)  
(<https://ccconlineed.instructure.com/courses/90/pages/selection>)
- (<https://ccconlineed.instructure.com/courses/90/pages/how-was-the-canvas-cms-selected>) [What is the Canvas Course Management System?](https://ccconlineed.instructure.com/courses/90/pages/how-was-the-canvas-cms-selected)  
(<https://ccconlineed.instructure.com/courses/90/pages/canvas-is-dot-dot-dot>)
- (<https://ccconlineed.instructure.com/courses/90/pages/what-is-canvas>) [Why should a college consider choosing Canvas?](https://ccconlineed.instructure.com/courses/90/pages/what-is-canvas) (<https://ccconlineed.instructure.com/courses/90/pages/why-should-we-consider-an-upgrade-to-canvas>)
- (<https://ccconlineed.instructure.com/courses/90/pages/why-should-we-upgrade-to-canvas>) [Who else is using Canvas?](https://ccconlineed.instructure.com/courses/90/pages/why-should-we-upgrade-to-canvas) (<https://ccconlineed.instructure.com/courses/90/pages/references>)
- [Where can I find resources to support my college's upgrade to Canvas?](https://ccconlineed.instructure.com/courses/90/pages/resources-to-support-your-colleges-upgrade-to-canvas)  
(<https://ccconlineed.instructure.com/courses/90/pages/resources-to-support-your-colleges-upgrade-to-canvas>)
- [How does our college officially sign up?](https://ccconlineed.instructure.com/courses/90/pages/implementation-guide)  
(<https://ccconlineed.instructure.com/courses/90/pages/implementation-guide>)
- [What other information is available?](https://ccconlineed.instructure.com/courses/90/pages/learn-more-about-oei-and-canvas) (<https://ccconlineed.instructure.com/courses/90/pages/learn-more-about-oei-and-canvas>)



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## OEI Updates: Resource Distance Ed Locally

WRITTEN BY PAT JAMES  
THURSDAY, 22 SEPTEMBER 2016



**Colleges are urged to use savings afforded by Online Education Initiative resources to fund professional development for local distance education programs.**

I hope you are all having a great fall start! The California Community Colleges (CCC) **Online Education Initiative** (OEI) team is holding implementation meetings with our pilot colleges to get them ready to participate in the OEI Exchange.

Exchange pilot activities are scheduled to begin in the 2017 spring and fall semesters and there's a lot going on!

I wanted to take this opportunity to let you know some of what's been going on lately. We are creating a work plan for expending the \$20 million augmentation dollars the state has granted us in the budget revision. As the funds are designed to increase the ability of colleges to offer online courses to increase access to students, we have been working on plans to do just that.

### Invest In Online Course Accessibility

One of the first activities is to make sure that all of the courses that have been involved in the review process are compliant with the requirements of the Americans with Disabilities Act. It's one of the most difficult things to accomplish in online course design and we are in the process of connecting faculty in our pilot courses with instructional designers who will address any accessibility issues in the courses.

We think this is a really important resource for faculty and one that we all should be working to accomplish, whether you are planning on participating in the online course exchange or not. When I was teaching multimedia courses online, the most difficult thing for me to do was make all of my content ADA-compliant. I needed help and it was often hard to come by.

## Recent Opinions

- [Security Matters: Password Security](#)
- [Accessibil-IT: A Policy-Driven Approach](#)
- [OEI Updates: Resource Distance Ed Locally](#)
- [Security Matters: Intro To CIS Critical Controls](#)
- [Accessibil-IT: Interacting With IT Vendors](#)
- [OEI Updates: Collaborating For California's Students](#)
- [Accessibil-IT: It's People, Not Just Standards](#)
- [OEI Updates: Why Our Work As Online Educators Matters](#)
- [OEI Updates: Reflections On OTC](#)
- [OEI Updates: A System Of Connected Colleges](#)



## Accessibil-IT

- [Accessibil-IT: A Policy-Driven Approach](#)
- [Accessibil-IT: Interacting With IT Vendors](#)
- [Accessibil-IT: It's People, Not Just Standards](#)

## OEI Updates

While we have the funding for the courses we are piloting to make that kind of assistance available, not all faculty members across the state currently have access to that kind of support. So, we are asking colleges that are using OEI resources at lower or no cost to put the resulting savings toward making their online courses accessible.

By OEI covering the cost of Canvas for the CCC, there is statewide savings of \$8 million dollars. By negotiating contracts at scale for other services, like plagiarism detection and tutoring, the cost to the colleges is reduced by at least 40 percent. (Not to mention that when a college adopts the ecosystem of resources we have developed, they build accreditation compliance, too.) We strongly suggest that those savings be turned back into support for local distance education programs.

### Professional Development Resolution

In the spring of 2015, the Academic Senate for the California Community Colleges (ASCCC), passed Resolution 12.04 S15, as follows:

*Resolved, That the Academic Senate for California Community Colleges urge local senates and bargaining units to work with their administrations to ensure that any monetary savings which may result from a district or college transitioning to a Common Course Management System (CCMS) be used primarily to support the professional development needs of distance education faculty making the transition to the new CCMS.*

The ASCCC recognized that there would be cost savings from the work of the OEI and recommended that those savings be returned to the distance education programs locally. A college can provide professional development in all areas of teaching online, including how to help make courses accessible, and we encourage that colleges consider building strong programs through professional development opportunities and creating effective environments that work well for all students.

### General OEI Updates

- **Canvas adoptions:** Currently, 92 out of 113 colleges have committed to using the Canvas CCMS. Instructure continues to be an active partner in our systemwide work by listening to our requests for improvements and following through.
- **ADA compliance in the course review process:** Instructional designers will this month begin working directly with faculty to address accessibility issues in courses needing additional support.
- **Exchange pilot:** Registration in the exchange for the eight Full-Launch pilot colleges will begin at the end of October. Anticipated end of the pilot phase, all things technical and review related going well, will be Spring 2018, with additional colleges being invited into the exchange in Fall 2017. The consortium and steering committee are currently developing criteria for first entrance of new colleges. Stay tuned!
- **Course Design Rubric:** Feedback regarding the implementation of the OEI Course Design Rubric has been reviewed and the rubric is now undergoing a review and revision process as the pilots ramp up.

Conference season is about to start and members of the OEI team will be just about everywhere in the months to come. Please be sure to visit with us while we are out and about!

— Pat

[OEI Updates: Resource Distance Ed Locally](#)

[OEI Updates: Collaborating For California's Students](#)

[OEI Updates: Why Our Work As Online Educators Matters](#)

[OEI Updates: Reflections On OTC](#)

## Security Matters

[Security Matters: Password Security](#)

[Security Matters: Intro To CIS Critical Controls](#)

Pat James is Executive Director of  
the California Community Colleges Online Education Initiative

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CALIFORNIA COMMUNITY COLLEGES  
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June 24, 2015

Dear Colleague,

We are pleased to share with you the news that the contract process with Instructure for the Canvas CMS/LMS as the common course management system (CCMS) for the CCCs is now complete. The selection of Canvas as the CCMS for the California Community Colleges comes after nearly a year of a rigorous Request for Proposal (RFP), vendor evaluation and selection, and contract negotiation process. As a critical component of the Online Education Initiative (OEI) to support student success, colleges may now consider adopting Canvas as their CMS/LMS respective to their own existing CMS/LMS contracts, local stakeholder consensus, and planned implementation strategies.

**Cost to the Colleges:** The good news to share is that the OEI is planning to provide 100% of the costs of the services for Canvas at least through the 2018-2019 school year. As a foundational system initiative, the OEI is optimistic that this level of support will continue. While colleges consider the benefits of adopting Canvas, here is additional information (a more complete list of FAQ's will be posted on the Canvas Resource Website on Thursday, June 25th):

**How will colleges get Canvas?**

Colleges will complete an online form that signifies a college's plans and intentions to adopt and implement the Canvas for the entire college community. The information will be reviewed by the OEI and forwarded to Instructure to initiate the Canvas implementation process. Instructure will issue an Institution Participation Agreement (IPA) to the college to be signed. The IPA outlines the terms and conditions of use and includes an Addendum to Subcontract to detail additional terms and conditions. The IPA will be issued on a yearly basis to align with a fiscal year.

**What are the conditions for adopting Canvas under this agreement?**

The decision about which CMS/LMS a college adopts should be made by relying primarily on faculty expertise through your Academic Senate. Completing this form implies that your college community (Faculty, Students, Support Staff, Administration, Technology Staff, Research Staff, etc.) has agreed to adopt Canvas as the college CMS, and initially agrees to the following:

1. **Time to Full Implementation:** Following the implementation process, a college has 18-months to fully transition off their existing CMS and use Canvas as

the sole CMS on the campus. This is due to the need for the OEI to collect student success data across the system and to determine the extent to which a single CMS supports students systemwide as per the original project RFA. If a campus is operating an additional CMS(s) in parallel to the planned Canvas offering, and intends to continue to do so past 18-months, the OEI will consider this on a case by case basis through a discussion between the college and project staff.

*Note for Pilot Colleges:* If you are a pilot college offering courses in the Exchange, you will have 3 semesters in which to make a commitment to switching your college to Canvas before you will have to end your course offerings in the Course Exchange component of the OEI. You do not have to fully migrate within those 3 semesters, but you do have to commit to a migration timeline. For questions about the Pilot timeline only, please contact John Makevich or Steve Klein.

2. **Student Authentication into the System:** A college/district must authenticate their Canvas instance using a Shibboleth Service Provider (such as used for OpenCCCAApply) to support the integration of services with the systemwide Federated ID.
3. **Support for Faculty and Students:** If you currently provide daytime CMS Tier 1 Support (helpdesk) to students and faculty, your college will be provided training to transition to Canvas support including access to the Canvas ticketing system. If you do not currently provide daytime CMS Tier 1 Support to students and faculty, Tier 1 support is available from Canvas as part of this agreement.

If you do or do not currently provide after-hours and/or weekend CMS Tier 1 support to students and faculty, your college will be able to use Canvas after-hours and weekend Tier 1 support for students and faculty.

4. **Branding:** The Canvas instance will include a CCCCO logo and the text "Provided by the California Community College Colleges Chancellor's Office" in the footer. Colleges will be able to brand their instance for their own college as they choose in the header.

#### **What is the timeline for implementing Canvas at my college?**

The OEI has established two 15-month Implementation Cohort cycles each year beginning in October and April. Implementation Cohort cycles are presented as 15-month conversion process timelines. These timelines are suggestive of best practices for CMS migration, and depending on circumstances, your timing may vary. The Implementation Cohort #1 begins October 2015 and continues to December 2016.

In this case, the first three months are dedicated to Canvas implementation: authentication, SIS integration, support setup, branding, training, and course migration. The remaining months following, allow for campuses to run both Canvas and their legacy CMS in parallel for at least two full semesters. This timeline also considers that faculty training may occur outside of the summer months and teaching can begin at the start of a fall and spring semester. The full conversion date in December of Cohort #1, for example, is a suggested date when a campus could decide to remove their legacy CMS from production operation. Colleges may choose to fully convert prior to the end of the 15-month period.

Implementation Cohort #2 will begin in April 2016 and end in June 2017. Colleges identifying as Implementation Cohort #2 can begin to register their college's intent on the registration form in January 2016. The OEI will message the field prior to each Implementation Cohort cycle to prompt the completion of the Registration form. Additional Implementation Cohort cycles are available to review on the CCMS Considerations Resources page along with a copy of this letter and additional FAQ's as well as a link to the implementation form.

<https://ccconlineed.instructure.com/courses/90/pages/home>

If you have other ideas or questions regarding the implementation timeline, please contact us to discuss your plans.

### **What does this mean for my college that currently pays for a CMS?**

The OEI suggests that colleges use the cost savings from to support local college/district distance education services including assurances that content in distance education courses meet Section 508 standards through professional development efforts and assistance by local technical support personnel. OEI staff are available to help you in assessing your professional development needs.

Additional FAQ's are posted on the Canvas Resources site.

### **What services are provided with Canvas adoption?**

#### **Services will include:**

1. Guided (Standard) Implementation (Details of Guided (Standard) Implementation Items)
2. Trainings
  - a. Administrator
  - b. Faculty and Instructional Designer
  - c. Support
3. Tier 1 Support
  - a. Weekend/Evening
  - b. Daytime (if a college does not currently provide)

The OEI believes that the contract with Instructure for Canvas provides more than a sufficient level of service to successfully implement Canvas at a college. Additionally, @One will provide faculty and course migration trainings at no additional cost to colleges. (Extended services for implementation, migration, training, custom URLs, etc. are available directly from Instructure as a contract for service between a college/district and Instructure.)

**How can I complete the form to indicate my college's intention to adopt Canvas?**

The link to the online form is: <http://goo.gl/forms/45yKeBUcNi>

At this point, only colleges implementing Canvas beginning in the Fall 2015 (Cohort #1) need to complete the Registration form. The OEI will message the field prior to each Implementation Cohort cycle to prompt the completion of the Registration form.

**Reminder:** The completion of the Registration form initiates the implementation process for the Canvas CMS/LMS by triggering the issuance of an Institution Participation Agreement (IPA) from Instructure to a college. The IPA is the agreement the college and Instructure will sign to provide the Canvas CMS/LMS as per the OEI contract terms and conditions.

We understand there may be situations influencing your college needing to implement Canvas outside of the exact dates of an implementation cohort. Please contact us to discuss your particular situation.

If you have questions or would like to contact OEI staff to have them call you, please email: [oei@ccctechcenter.org](mailto:oei@ccctechcenter.org) and give us information for your preferred method of contact.

Best Regards!

Pat James, Steve Klien and The OEI Implementation Team