

Implementing Infrastructure and Community

Planning the Next Phase of the UCLA Common Collaboration and Learning Environment

Report of the CCLE Planning Team

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The CCLE Planning Team

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Introduction / Executive Summary

"Educational technology now plays a critical role in learning and teaching in many disciplines at UCLA. The FCET believes that our students now require a consistent, powerful, and transparent application of our educational technology applications across disciplines and across the campus."

Faculty Committee on Educational Technology, 2005

The UCLA Common Collaboration and Learning Environment (CCLE) is an institutional initiative to support education and research with a common digital environment for faculty and students. The CCLE is an evolution of the existing environment, not a replacement. UCLA has ten years of experience in providing course Web sites and has created a rich set of resources already offered within the schools and divisions, and from central academic services. Almost all of the schools and divisions provide support and assistance for faculty and students in the use of learning systems, development of local tools and services to meet unique local needs, and input to campus projects that represents the varied perspective of different disciplines. Central academic services such as the Office of Instructional Development, the University Library, and Academic Technology Services provide content, training, and support for research and instruction. The CCLE will offer an overlay of shared services and collaboration to maximize the impact of this existing investment on learning and research. One key challenge for the next phase of the CCLE implementation will be to build on existing capabilities to improve faculty and student experience without compromising what works well in the existing infrastructure.

The CCLE Planning Team was appointed in April 2007 and charged to engage in broad campus consultation and to recommend the appropriate scope, scale, staffing, architecture, operation, use and funding for the next phase of the CCLE initiative. The Planning Team worked closely with the Campus Computing Council (CCC) and the CCLE Alpha Project Oversight Group (POG) to define the options for the next phase of the CCLE, to analyze the implications of each option, and to articulate the significant trade offs that would inform a decision of which option to recommend. The Team also consulted both groups in designing a planning and governance infrastructure to support the CCLE, and reviewed with them the cost model and budget to be proposed. Both the Faculty Committee on Educational Technology (FCET) and the CCLE Functional Oversight Committee (FOC) appointed by the IT Planning Board (ITPB) were solicited for input on the planning assumptions which informed our work, the significant trade offs that we surfaced, and the most appropriate campus unit to host the CCLE Home. The Planning Team also met individually with Patricia Keating, Judith Smith, James Davis, Gary Strong, Patricia O'Brien, and Larry Loehner to get their thoughts on the same questions. Finally, the Planning Team hosted 5 "open sessions" to which we invited the FCET, the CCLE FOC, and the Deans, and sent an online survey to the FCET and the CCLE FOC.

The CCLE Planning Team carefully assessed the issues, concerns, and priorities of the stakeholders who helped us with our analysis and gave us feedback. We distilled seven design principles to guide our recommendations. Adherence to these principles is important if the CCLE is to be successful and we recommend that they be endorsed and supported in the implementation of the next phase.

- 1. Recognize school/division staff and support as the foundation for the CCLE**
- 2. Encourage broad adoption**
- 3. Make planning and governance open and participatory**
- 4. Ensure that academic priorities and faculty / student experience drive decisions**
- 5. Support innovation, creativity, and flexibility**
- 6. Allow for more than one Moodle installation in the plan**
- 7. Choose a CCLE administrative home with strong academic values**

Based on these principles, the CCLE Planning Team makes the following recommendations for the next phase of the CCLE.

- 1. Include staff from schools and divisions as key participants in the CCLE and leverage local creativity to enhance the common experience**
- 2. Establish a CCLE Coordination / Collaboration Planning and Governance Infrastructure**
- 3. Create Moodle installations that meet the needs of all schools and divisions which opt in to the CCLE**
- 4. Enable central academic units to offer effective services and content to the CCLE participants**
- 5. Define some quick-win coordination / collaboration goals for 2007/08**
- 6. In implementing shared support and consistent look and feel goals, base decisions on further detailed analysis**
- 7. Establish an administrative home for the CCLE within the Office of Instructional Development (OID) and hire core collaboration staff**
- 8. Launch an internal grant program to encourage innovative CCLE enhancements at UCLA, including new Moodle tools and services that can be contributed to the Moodle community**
- 9. Reach out to the Moodle community and to the entire higher education community and look for opportunities to support interoperability with peer institutions**

The total cost of the CCLE for 2007/08 is estimated to be \$4,098,534. Of that amount, \$3,477,113 or 85% is being contributed by the schools and divisions, central academic units, and IEI funds. The remaining \$621,421 is being requested from the Chancellor.

The CCLE Planning Team has identified the following 2007/08 implementation steps and timeline.

October – December 2007

Confirm funding
Recruit CCLE full-time staff
Poll Deans for opt in decisions
Plan Winter Quarter

January – March 2008

Launch the CCLE Standards and Practices Group and the Shared System Operations Group
Implement training and support
Roll out Winter Quarter users
Plan Spring and Summer Quarters

April – June 2008

Solicit campus collaboration sites
Roll out Spring Quarter users
Plan Fall Quarter

July – September 2008

Assess Winter and Spring experience
Prepare report for FCET, CCLE FOC, Deans
Solicit opt in decisions for 2008/09
Upgrade hardware as needed
Prepare budget renewal for CITI review

Acknowledgements

The CCLE Planning Team efforts built on the important work of CCLE planning groups that preceded us whom we would like to thank, including the Functional Sponsors Group / Technical Sponsors Group, the Assessment Task Force, and the CCLE Alpha Project Oversight Group (POG). The POG's work in implementing a live Moodle site with a collaborative planning structure was particularly valuable in laying the foundation for our planning process. We would also like to thank the members of the POG and the CCC for the many hours they spent with us in valuable consultation and analysis.

Full report: http://www.oit.ucla.edu/ccle/docs/20070815_CCLE_Planning_Team_Final_Report.pdf