



Date and Time: **02 February 2018**

Venue: **The Great Hall, Clock Tower (105-101)**

Chairperson: **Kevin Morris**

Groups	ITS L&T Innovation Services - Operations	Viral Shah, Samantha Smart, Chris Okey, Radhini Sabanayagam, Shareeni Kala
	Canvas Facilitators	Chun Li, Sophie An
	Director of Learning & Teaching	Dr Kevin Morris

Past month topics	Details	Comments
IT Service/ Staff Service reporting	<ul style="list-style-type: none"> • 401 tickets in total • Key trends: staff access to courses, course visibility to students, 'how to' queries (i.e. adding files), grades etc. 	
Course access for 2018 SS, S1, S2	<ul style="list-style-type: none"> • The new process to continue – appoint up to TWO course coordinators per course 	
	<ul style="list-style-type: none"> • Cross-listing request deadline from Semester 1: 	
Semester 1 courses	<ul style="list-style-type: none"> • A few number of courses remain unpublished across the University 	
	<ul style="list-style-type: none"> • Continued offering of training workshops to newly appointed staff • Semester start checklist: http://canvas.blogs.auckland.ac.nz/2018/01/22/semester-start-checklist/ 	

Group/ Topic	Items
All	<ul style="list-style-type: none"> • Turnitin Feedback Studio opt out has been enabled temporarily • New Gradebook • One-Button Studio
ITS L&T Innovation Services- Operations	<ul style="list-style-type: none"> • Toolbox Q & A
L&T Canvas Facilitators	Beta feature releases: <ul style="list-style-type: none"> • System Admins interface improvements