

10-9-15 CSULPS Taskforce Meeting Notes

- Kathy Welcomed everyone to the 3rd meeting and reviewed the Agenda.
- JP covered the webinar feedback and noted that over 120 planned to attend with 71 attending after the technical difficulties. JP shared the reviews of the 16 respondents to the survey noting that the vast majority were pleased. JP noted that the technical difficulties are resolved. Next webinar is Chris Vento on October 16th.
- Kathy noted that the webinar with captions is available at csulps.com and reviewed the upcoming schedule of webinars (including the Student and Faculty panels).
- Kathy reviewed the purpose, obligations, and reasoning behind doing an RFP. Please note that there will be choices for campuses, not just one product. In other words, there will be multiple MEAs for campuses. CSU Legal Counsel says it's time for another RFP. She noted that a lot has changed in software licensing since the last LMS RFP in 2008 and that the CSU gets savings through the RFP process (versus list prices).
- Gerry noted that this is not a request from legal counsel, but a *requirement*.
- JP noted that the Chancellor's Office reviews all CSU trouble tickets and issues with vendors whose software is licensed systemwide.
- Kathy went through an RFP outline/Table of Contents and explained the purpose of each section including a sample rating sheet showing the various functions LMS features that are to be rated or that are required. The RFP is a legal and business process including the CSU doing review of security, accessibility and other requirements.
- JP noted that a lot of the RFP language is boilerplate. Gerry added that the scope of work is where the taskforce will be most helpful. Deone added that the taskforce will want to know about performance. Kathy noted that the CSULPS communications hub will help solicit opinions from the community. A discussion ensued regarding how many vendors may be able to respond to the various requirements. For example, vendors can choose to respond to only a subset of requested features.
- Kathy talked about the timeline for the RFP. Gerry added that each campus is designating a campus coordinator to make sure that every campus is being represented and included in the process. One purpose of the taskforce is to make sure that each campus is represented at every level. Gerry stated that "complaints are music to our ears" and that all feedback is welcome.
- Next scheduled meeting is November 13th
- Next webinars scheduled October 16 and October 23rd.

Members present:

Michael Berman, Co-Chair
Graham Oberem
Borre Ulrichsen
Deone Zell
Otto Benavides
Mark Anthony Sohl
Gerry Hanley

Kathy Fernandes
JP Bayard
Darryl Dearborn
Mark Pastor
Jonathan Blake Huer