June 9, 2015

Dear Texas Tech University Faculty,

On behalf of the Information Technology Division, the Teaching, Learning, and Professional Development Center (TLPDC), and TTU Worldwide eLearning, I would like to make you aware of a few upcoming changes.

First, as of June 30, 2015, I would like to let you know that Blackboard will retire Blackboard version 8.0, and will no longer provide support for this version. Therefore, Texas Tech will be retiring our system as well, as we have communicated to Blackboard faculty previously.   Note that Blackboard 8 has not been used at TTU since 2013 so this should not impact any course offered within the last two years.

Second, in order to maintain our robust and high quality hosted Blackboard Learn 9 environment, the Blackboard Management Team must carefully manage the storage resources we purchase. The team created a Blackboard Archiving policy that has been reviewed and approved by Academic Council and the eLearning Council; the policy complies with the TTU Intellectual Property Policy Guidelines (OP 74.04).

Starting this summer TTU will implement the following archive schedule:
- On July 1, 2015, we will archive courses offered in Spring, 2014 or before.
- At the end of the Fall, 2015 semester we will archive courses offered in Fall and Summer 2014 or before.

Please note that, if necessary, archived courses can be restored via a request sent by your college's designee (identified below) to the Blackboard management team (blackboard.mgt@ttu.edu). Archived courses can be restored to your Blackboard account within 5 business days. In other words, archiving is not equivalent to deleting a course.

Finally, after visiting with Lynn Whitfield, Texas Tech University Archivist, and in an effort to comply with State of Texas records retention policies, the university will implement a process to delete courses that are 4 or more academic years old, and have not been used in the last two calendar years. Beginning July 1, 2015, the university will remove versions of courses that have not been utilized since 2010 or before, including all course content.

Faculty members who wish to request an exception may work with their college's designee to contact the Blackboard Management Team (blackboard.mgt@ttu.edu).

College Designee serving as Blackboard Archival Contacts

Human Sciences – Lynn Huffman
Engineering - Audra Morse
Media & Communication - Todd Chambers

Education - Robin Lock
VPA - Keith Dye
CASNR – Cindy Akers
Architecture – Clifton Ellis
A&S - Randy McBee
BA – Debbie Laverie
Honors – Aliza Wong
Law – Stephen Black
Grad School - Clifford Fedler
Library – Denise Caspell
University Studies – Marcus Tanner

If you have any questions, please feel free to work with your college designee to contact the Blackboard Management Team (blackboard.mgt@ttu.edu) or you may email me at justin.louder@ttu.edu.

Sincerely,

Justin R Louder, Ed.D.
Assistant Vice Provost
TTU Worldwide eLearning