LMS Access Policy

This policy statement establishes measures for the protection, access, and use of Wright State University course content within Pilot, the university learning management system.

Access to courses within the university learning management system (Pilot) will be restricted to the following:

I. Designated staff members within the Center for Teaching and Learning (CTL) with administrator access to the university learning management system for the purpose of maintaining the system or assisting the faculty member(s) of the course.

II. Faculty members who are initially assigned to teach a WSU course. These faculty are automatically added into the respective course shell(s) in Pilot with the role of "Faculty" via information digitally transferred from Banner, the university enterprise resource planning (ERP) system.

III. Any individual within the Banner system granted access by the initial "Faculty" of a course. Faculty members have the ability to add others to their course at any time. If the "Faculty" member prefers the CTL system administrator(s) grant access to another individual, a written request will be required to be submitted to CTL.

IV. Written order by a Provost/the Provost permitting access to an individual other than the initial "Faculty" member established in the role for the course.

Per IV, the Center for Teaching and Learning will make an attempt to notify the "Faculty" member initially assigned to the course that access is being granted to another individual. The notification will be done via the "Faculty" member's campus email. Upon written approval by a Provost/the Provost to grant access (IV), the Pilot administrator will add the individual to the course.