Educational & Research Technologies Committee
Minutes
427a Waterman
February 8, 2017

Present: Hung Do, Cathy Paris, Helen Read, Lyman Ross, Mark Starrett, Regina Toolin, Christina Wassel

Absent: David Feurzeig*, Elise Hotaling, Tim Tourville, Brian Voight,

Guests: Chris Burns, Wendy Verrei-Berenback

Chair Regina Toolin called the meeting to order at 8:36 am in Waterman 427a.

1. **Minutes.** The minutes of the December 14, 2016 approved as written. There was no ERTC meeting in the month of January.

2. **Welcome and Introductions.** The acting chair Regina Toolin welcomed the committee.

3. **RFP process for a synchronous learning platform, Wendy Verrei-Berenback**.

Synchronous Learning Platform Request for Proposals

The Chief Information Officer has asked the Center for Teaching and Learning (CTL) to coordinate a committee whose charge is to recommend an enterprise-level synchronous learning platform for UVM. Specifically, the committee's charge is to:

- **Identify the system requirements based on university's goals and the needs of faculty and administrators**
- **Define a Request for Proposal (RFP) criteria**
- **Work with Procurement Services to initiate the RFP process**
- **Based on the RFP responses, evaluate leading synchronous platforms, using the defined criteria**
- **Recommend a synchronous platform that best meets UVM needs, based on the evaluative process**

The Synchronous Platform Review Committee (SPRC) will be comprised of faculty (including at least one faculty member who currently uses synchronous technology as part of an online degree or certificate program and one member of the Faculty Senate ERTC), and staff from ETS, distributed college-level IT, CTL, and Continuing and Distance Education. CTL will be responsible for coordinating the committee. The SPRC will identify a recommended platform and report back to the CIO by June 30, 2017.

The Synchronous Platform Review Committee is looking for a member of the ERTC to work with the committee to select a synchronous learning platform for UVM. The commitment from an ERTC representative would be between 10 to 15 hours and about five meeting during the spring semester. Regina will send an e-mail to the committee looking for someone to fill this role. Helen Read volunteered to take this role on in a limited capacity if there are no other volunteers.

4. **2017 / 2018 Committee members.** The following members term ends on June 30 2017, Regina Toolin, Mark Starrett, Christina Wassel and David Feurzeig.

5. **ESD's.** The committee worked on revising the current proposal. The next steps are as follows.

   a. Update draft based on committee feedback
   b. Meet with the Registrar's Office to discuss timeline and feasibility
   c. Report to the Faculty Senate Executive Committee, with the goal of getting this proposal on the Faculty Senate agenda.

6. Scantron discussion.

As promised, I have done a little research into the Scantron service at Bailey/Howe. The Scantrons came to the Library 10-15 years ago when ETS convinced the former Head of Classroom Technologies that they would be more accessible at the Library than in Waterman. They are now managed by the Media Department at Bailey/Howe where they are a small part of one person's job. The Department does not offer any scanning services this is a self-serve operation. They have no use data although they describe it as light. They have two scanners; one is approximately 9 years old and one is about 5 years old. One prints the score on the test and marks incorrect answers the other is attached to a pc for people who need the raw scores in digital form.

I did some searching to see what other institutions are doing. It appears as though most offer a scanning service where faculty can drop off tests and to be scanned. There are many organizational models ranging from testing centers, to libraries, to campus computing centers. Here are few examples:

Stephen F. Austen State (library)
https://library.sfasu.edu/services/scantron-test-grading#/?_k=vlgijn

USC (testing center)
https://undergrad.usc.edu/services/testing/scanning/

Northeastern (information technology services)
http://www.northeastern.edu/its/services/teaching/exam-processing/

Lyman Ross
Systems Librarian
University of Vermont Libraries

> The company that sells the Scantron machines make their money off the paper, not the machines. The ERTC recommends that departments consider purchasing Scantron as needed. The Faculty Senate Office staff will send this information to the SAC chairperson, Thomas Chittenden.

7. Data Management statement, Chris Burns

Whereas

Researchers in all disciplines are faced with a range of data management needs as research becomes more collaborative, data-intensive, and computational,

And data management requires a long-term commitment to a storage environment where the security of sensitive data and the integrity of all research data is ensured,

And data sharing and re-use increase the accountability, visibility, impact, and return on investment in research,

And the Office of Science and Technology Policy (OSTP) has directed federal agencies to mandate that digitally formatted research data, to the extent feasible and consistent with applicable law and policy, should be stored and publicly accessible to search, retrieve, and analyze,

And most large Federal funding agencies (NIH, NSF, DOE, DOT, NASA, DOD, CDC, NOAA, USDA, USGS) now require data management plans for the preservation and access of research data,

And current practices at UVM, assembled on an ad hoc basis, do not meet current user needs or look forward in support of strategic initiatives and goals,

And an institutional commitment to providing technical expertise and support services is required to meet researcher needs, funding imperatives, and public policy goals,

Therefore be it resolved that the University of Vermont should

- **Charge a joint Administration/Faculty Senate committee (drawing from relevant units such as the University Libraries, the Office of the Vice President for Research, and Enterprise Technology Services, and faculty representatives from likely user groups) to develop a programmatic and financial plan by October, 2017 to provide the University with core services and tools for managing data throughout the data life cycle.**

Following the creation of this plan, the University of Vermont should

- **Promote these services and tools and encourage faculty to use them to manage and share their data.**
- **Provide ongoing financial support to the units providing services and tools, including support for the infrastructure, personnel, education, and training.**
- **Develop a research data management policy, establishing the University's commitment to long-term data management.**

  The ERTC voted to approve support for the Research Management Resolution that the RSCA of the Faculty Senate has put forward. When brought to the Executive Committee and the Faculty Senate, it will be presented with ERTC / RSCA support.

8. **New Business.**

    a. **Documents Camera.**
       The university is moving away from the use of documents cameras. As technology changes these devices are not being made anymore. The committee is concerned on what will replace the document camera. In many classrooms, these devices are an important part of how faculty teach. What can the committee to help with the transition?
       - Invite Andrew Horvat to the next meeting to discuss options for faculty.
       - Work on a document that gives faculty alternative ways to do what a document camera would do.
       The committee will continue work on this topic at the March meeting.

The meeting adjourned at 09:41 a.m.

*Sabbatical
Upcoming meetings:

3/8/2017
4/12/2017
5/10/2017