



FACULTY SENATE

Educational & Research Technologies Committee
Minutes
427a Waterman
May, 9 2018

Present: Nancy Jenny (LCOM), Lutz Kaelber (CAS), Cathy Paris (Faculty Senate President, Helen Read (CEMS), Lyman Ross (LIB), Regina Toolin (CESS)

Absent: Sarah Cleary (GSS), Hung Do (BSAD), Marc Law (CAS), Tim Lee (LCOM), Jane Petrillo (CALs), Tim Tourville (CNHS), Brian Voight (RSENR)

Guests: Veronika Carter, Peter Diederich, Andrew Horvat, Jennifer Prue (SAC), Sarah Warrington

Regina Toolin called the meeting to order at 8:32 am in Waterman 427a.

1. **Minutes.** The minutes of the April 11, 2018 were approved as written.
2. **Advising and Retention Tool Project, Jenn Prue & Sarah Warrington.**

The University of Vermont's
**Advising &
Retention Tool:**
Education Advisory Board
Student Success Collaborative

**Faculty Senate
Education Research & Technologies
Committee**

May 9, 2018

Jennifer Prue

First-Year Experience/Advising Fellow
Student Affairs Committee, Faculty Senate
College of Education and Social Services

Sarah Warrington

Coordinator of Strategic Retention

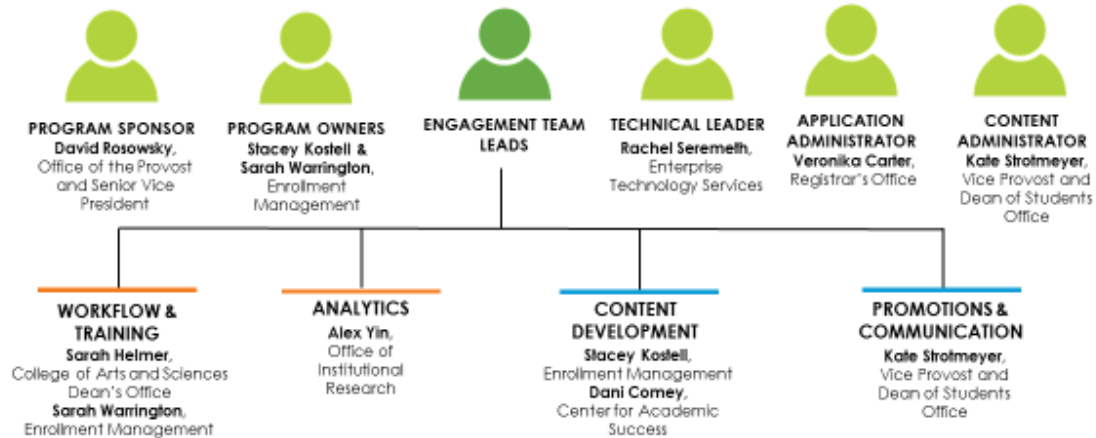
Why UVM Chose EAB

College is complicated.
The Student Success Collaborative (SSC) helps students and advisors navigate the many available resources that promote student success, during their UVM years and beyond.

We joined the EAB SSC because we want to:

- Enhance the student experience
- Create effective and efficient practices in advising

UVM SSC LEADERSHIP TEAM



Campus and Guide Platform Overview

EAB Campus

Student Support Services,
Academic Leaders,
Administration



Campus

- Advanced Search
- Referrals and case management
- Appointment reports and shared notes
- Early alerts
- Intervention campaigns
- Front desk management

Desktop and App driven **appointment scheduling** by students

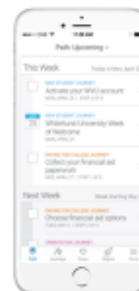
Connect Network links students to their support team

Guide

- Personalized student path
- Intake survey
- Quick polls
- Push Notifications
- Student calendar
- Holds Center
- Major Explorer
- Campus Resources

EAB Guide

Students



Tools in Campus facilitate the work and collaboration of advisors and support providers behind-the-scenes of the student experience.

Guide empowers students to take ownership of their journey through customized mobile interventions and ability to reach out for support.

EAB's Campus Platform – Benefits to Faculty/Advisors

Faculty/Advisors can:

- Quickly access student information designed to guide advising conversations
- Identify discrete problems & initiate early interventions
- Proactively refer students to support services
- Utilize timely, multi-modal means of communication for reaching subsets of students
- Access data mining capabilities and predictive analytics to guide initiatives.

EAB's Guide Application – Benefits to Students

Students can:

- View class schedule (including locations) and academic calendar from their phone
- Receive timely push notifications and alerts related to key deadlines
- Access and locate critical resources
- Explore career opportunities related to their interest and major.



Ongoing SSC Governance

- Two small groups
- Decision making around content, campaigns, use of data, etc.
- Representation from:
 - College/School Faculty and Staff
 - Student Affairs
 - Enrollment Management



Implementation Next Steps

- Ongoing promotion and updates with faculty, staff and students
- Training site, mobile application and web page content development
- Late May onsite training with phase I user group (professional advisors, 4 units)
- June Orientation go-live for Guide application with Class of 2022
- Fall 2018 Campus application implementation with phase I users



- a. Will invite Sarah and Jennifer back in 2018-2019 as regular guests to update the committee as the new tool is being launched.
- b. Sarah will provide both Cathy and Regina a list of Faculty representatives to the committees working on the process and launch.

3. 2018 / 2019 Goals.

- a. **UVM portal.** What content should be included? Veronika is working with the SAC to get a list of what they think should be included, she will share the list with the ERTC.
- b. **Expanded Course Descriptions,** this is an ongoing topic. So far the solutions explored have not been a good fit for UVM. Veronika will continue working on this over the summer. In the fall she will work with faculty, students and other UVM communities on this topic.
- c. **Advising and Retention Tool** continued discussions will occur during the 2018 / 2019 academic year.
- d. **Meet the CIO,** invite the new CIO to an ERTC meeting early next fall.
- e. **ACCESS Students** how the ERTC can help the process.
- f. **EMS** making it more accessible.
- g. **Combined SAC / ERTC meeting.** Potentially in December.
- h. **Research Data Management.** Work with the RSAC on this topic.

4. ERTC Operating Procedures. The final version.

**Faculty Senate Educational and Research Technologies Committee (ERTC)
Operating Procedures
May 2018**

ERTC Responsibilities & Membership (Source: Faculty Senate By-Laws)

7.1.5.6 Educational and Research Technologies Committee.

This committee shall have the responsibility of matters related to the development and implementation of educational and research technologies at the University that guide acquisition of information literacy by students and faculty. It shall review and recommend policies and procedures relating to the planning, introduction, and use of campus-wide technologies, including computers, communications, electronic data handling, and instructional media. The committee shall assume responsibility for informing the administration of educational and research priorities and needs related to information literacy and see that these are considered in all planning. It shall maintain close liaison with the Curricular Affairs Committee, the Financial and Physical Planning Committee, the Student Affairs Committee, and the Research, Scholarship, and Graduate Education Committee. In addition to the membership stipulated in Section 7.1.2.1a and 7.1.2.3, each of these committees shall appoint one of their elected members to serve as a voting member on the Educational and Research Technologies Committee. The committee shall maintain close liaison with appropriate administrative offices in its areas of responsibility and with the Educational Policy and Institutional Resources Committee of the Board of Trustees.

7.1.2.1 Elected Members.

- a. Number. Except as described below, standing committees and standing subcommittees shall be composed of at least one member from each of the major academic units (the Colleges of Arts and Sciences, Agriculture and Life Sciences, Education and Social Services, Engineering and Mathematics, and Medicine; the College of Nursing and Health Sciences, Business Administration, and Natural Resources; and the Officers of Extension, and of the Libraries. A unit with more than 200 full-time eligible faculty members may elect one additional member to each standing committee and standing subcommittee.
- b. Eligibility. Any eligible faculty member may stand for election by his/her college or school to serve on a standing committee except as otherwise stated in these Bylaws.
- c. Term. Members of the standing committees shall be elected for three years or as otherwise stated in these Bylaws, starting on July 1. Terms shall be staggered so that approximately one-third of the standing committee members shall be elected each year.
- d. Election. The election of standing committee members shall be the responsibility of the individual college and school faculties. Elections shall be held no later than April of each year and shall be conducted by secret ballot distributed to all eligible faculty members of the college/school. An opportunity must be provided for all eligible faculty members to volunteer to run for election to Senate standing committees. The Faculty Senate shall supervise the elections of Senate Standing Committees; concerns regarding election irregularities must be communicated to the Senate President by May 1.
- e. Vacancies. If a standing committee member vacates his/her seat the vacancy shall be filled by a special election within the unit from which s/he was elected. The term of a member under these circumstances shall commence immediately and shall normally be for the unexpired

term of the regularly elected member. If a standing committee member is granted leave for one year or less a replacement shall be elected by a special election within the unit from which s/he was elected to take the absent standing committee member's seat for the period of the leave.

f. Attendance. A standing committee member absent from three committee meetings in a calendar year in the absence of mitigating circumstances will be considered to have vacated his/her seat.

g. Members of the Senate. A standing committee member may also serve as an Elected Senator. Standing committee members are members of the Senate without vote if not also an Elected Senator.

Meetings (Dates, Times, Location)

- The Educational & Research Technologies Committee meetings are generally held on the second Wednesday of each month from 8:30 - 10:00 a.m. in 427A Waterman.
- It is the responsibility of the ERTC Chair to notify all members of the specific dates, times, and locations of committee meetings.
- Meeting materials will be distributed about one week before the meeting.
- The ERTC webpage is located at https://www.uvm.edu/faculty_senate/educational_research_technologies_committee
- Regular guests include Registrar, CIO, Director Systems Administration (Mike Austin), Media Technician Senior (Andrew Horvat), and Registrar (Veronika Carter).
- Chair elections will be completed and reported to the Faculty Senate Office by the end of the academic year.
- The ERTC chair will submit an annual report to the Faculty Senate Office by April 30th each year.

The meeting adjourned at 10:00am. The next meeting of the ERTC will take place in 427a Waterman on September 12, 2018 from 8:30 am -10:00 am.