The University of Vermont

FACULTY SENATE

Educational & Research Technologies Committee
Minutes
Microsoft Teams
October 14, 2020

Present: Thomas Chittenden (Faculty Senate), Hung Do (BSAD), Deb Ellis (CAS), Jane Petrillo (CALS),
               Helen Read (CEMS), Lyman Ross (LIB), Jennifer Stratton (CESS), Tim Tourville (CNHS), Bob
               Wildin (LCOM)

Absent: Luben Dimov (RSENR), Vacant (SGA), Vacant (GSS), Marie Wood (LCOM), John Yin (CAS)

Guests: Mike Austin, Simeon Ananou, Wendy Berenback, Veronika Carter, Alex Messinger

Co-Chair Helen Read called the meeting to order at 9:00 am via Microsoft Teams.

1. **Minutes.** The minutes of September 2020 were approved as written.

2. **Operating Procedures**.

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.

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.

e.   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.

f.   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 by 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.

Meeting time and dates need to be updated on this document to reflect meetings are from 9:00am to 10:30am and are being held on Microsoft Teams. If anyone has any updates to this document please sent it to Helen or Marie for consideration and review.

3. **Updates CIO, Simeon Ananou.**

Update to ERTC
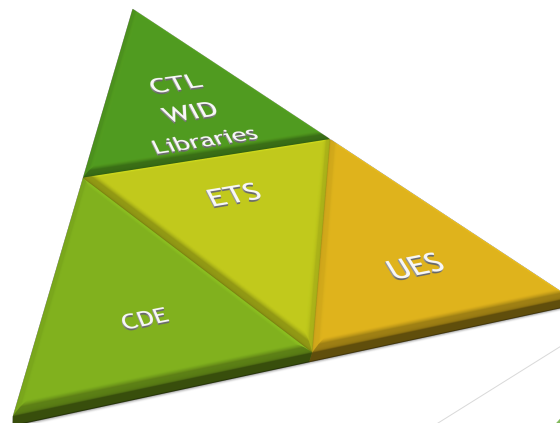# Technology to Enable Teaching and Learning at UVM
October 14, 2020

Presenter:
Simeon Ananou, CIO

Supporting Four Teaching/Learning Modalities

In-person

Mixed

Remote

Online

A Commitment to Employ our Technologies to Enable Teaching and Learning

Innovations for a Successful Fall 2020

CTL
WID
Libraries

ETS

UES

CDE

Some Important Data Points - ETS Support

Helpline Requests
August 21- Sept 30

⬆ **3,367** 2020
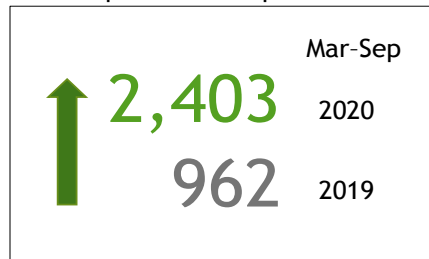
2,476 2019

Visits to Knowledge Base Articles
August 21- Sept 30

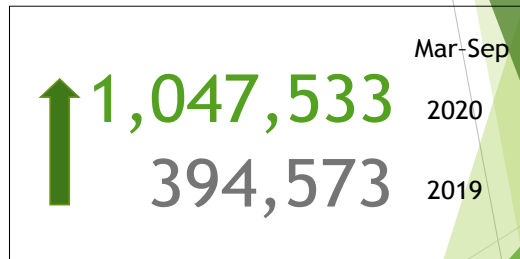⬆ **188,269** 2020

26,970 2019

Collaboration in Action

Faculty Professional Development

Classroom Technology

In-class support

Technology Support

Some Important Data Points:
CTL Faculty Support & Blackboard Usage

Requests for Help to CTL

↑ 2,403 Mar–Sep 2020

962 2019

Student Submissions in Blackboard

↑ 1,047,533 Mar–Sep 2020

394,573 2019

Some Important Data Points:
Faculty Professional Development

Faculty Development Events*

↑ 171 Mar–Sep 2020

57 2019

Registrations

↑ 2,972 Mar–Sep 2020

494 2019

Multi-Day Programs

Mar–Sep

Bootcamp (CDE): 246

Teaching Effectively Online (CTL): 110
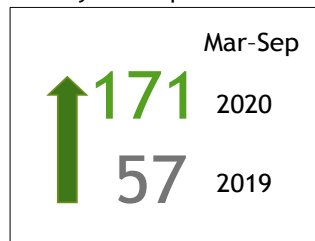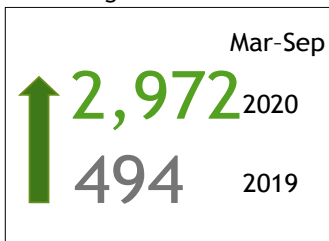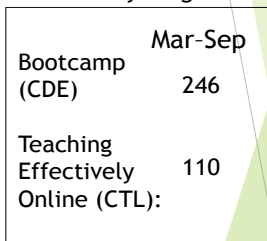
*Center for Teaching & Learning, Writing in the Disciplines, UVM Libraries

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Will These Newly Adopted Behaviors Continue Past COVID?

What We Heard

- ▶ Need for a community to work on technology
- ▶ Need for standards around hardware and software
- ▶ Improve communication for students
- ▶ Need for consistency and cohesion

The ERTC can be helpful by encouraging other faculty to use the tools the university provides. The reason the university limits the number of tools is to provide consistency to the whole community. It is beneficial to have ERTC members promote these tools. Uniformity is important to help both students and faculty decrease confusion, especially with hybrid learning and the pandemic.

How can the use of Blackboard be improved? Alex's office is working to make it more user friendly, Bob will share what information he has with Alex to help in the process.

4. **Updates Registrar, Veronika Carter.** Currently the Registrar's Office is busy working on projects that have surfaced due to COVID-19, this has been a challenge and the office has done an amazing job being flexible. This has put all their regularly scheduled upgrades and projects on hold. The one project that is continuing to go forward focuses on the course catalog. Once there is a test site Veronika would love to come to the ERTC and share the new platform. This upgrade will be very beneficial to the students.

   The waitlisting option is part of the Banner upgrade, this is on hold. However, this is on the project list. The earliest this could be in place is for Fall 21, Veronika is hopeful they can make that goal. The Banner upgrade may not provide more room for description of courses, however there are options to that can be added once they have more information.

   E-mail is the official means of communication at UVM. There should be conversations around this going forward. Navigate has a text messaging option however non degree students are not in Navigate. Communication with students is challenging and is something the university should revisit.

5. **Digital Citizenship Discussion.** To request a complete copy of the presentation please e-mail the Faculty Senate Office at Faculty.Senate@uvm.edu.

How is this presented to students? It is important that all students receive information on how to be a good digital citizen. Members of the committee are encouraged to look at the presentation and come up with ideas that the ERTC can discuss at a future meeting.

6. **New Business / Old Business**.
   a. How is remote learning and self-isolation impacting students on campus. The Faculty Senate Office will work on inviting a guest to talk about this at a future ERTC meeting.
   b. If anyone has agenda items for a future ERTC meeting please e-mail them to Helen or Marie to be included on an agenda.

The meeting adjourned at 10:25 am.

The next meeting of the ERTC will take place on November 11th at 9:00am on Microsoft Teams.