The University of Vermont

FACULTY SENATE

Educational & Research Technologies Committee
Minutes
Microsoft Teams
September 14, 2022

Present:	Thomas Borchert (Faculty Senate), Steve Brown (LCOM), Hung Do (BSAD), Laura Haines (LIB), Steve Kostell (CALS), Marc Law (CAS), Helen Read (CEMS), Regina Toolin (CESS), Tim Tourville (CNHS), John Yin (CAS)
Absent:	Jarlath O'Neill-Dunne (RSENR), Sara Pawlowski (LCOM), Vacant (SGA), Vacant (GSS)
Guests:	Darrell Abney, Mike Austin, Wendy Berenback, Andrew Horvat,

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

1. **Approval of the Minutes.** The minutes of the May 2022 meeting were approved as written.

2. **Chairs Remarks and Welcome.** Chair Helen Read welcomed back the committee for the 2022 / 2023 year. New members of the ERTC include Steve Brown (LCOM), Laura Haines (LIB), Jarlath O'Neill-Dunne (RSENR) and Sara Pawlowski (LCOM).

3. **ERTC Operating Procedures.**

Faculty Senate Educational and Research Technologies Committee (ERTC)

Operating Procedures

September 2021

ERTC Responsibilities & Membership (Source: Faculty Senate By-Laws as amended April 2021)

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 the Creative Arts 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 the Colleges of Arts and Sciences, the College of Agriculture and Life Sciences, the College of Education and Social Services, the College of Engineering and Mathematical Sciences, the Larner College of Medicine, the College of Nursing and Health Sciences, the Grossman School of Business, the Rubenstein School of Environment and Natural Resources, and the University 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 (as defined in section 2.1) may stand for election by their 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 March 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 their seat the vacancy shall be filled by a special election within the unit from which the member 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 to take the absent standing committee member's seat for the period of the leave.

  f. **Attendance**. A standing committee member absent from two committee meetings in a calendar year in the absence of mitigating circumstances will be considered to have vacated their 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 9:00 - 10:30 a.m. on Teams.
- 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.

4. **ERTC 2021 / 2022 Annual Report.** To view the ERTC 2021 /2022 annual report visit the ERTC page of the Faculty Senate website at https://www.uvm.edu/sites/default/files/Faculty-Senate/ERTC_AnnualReport_2021-2022.pdf.

5. **Brightspace, Wendy Berenback.**

Overview of Brightspace

This summer saw the launch of Brightspace at UVM and there have been a myriad of "behind the scenes" technical details to attend to! Staff from Enterprise Technology Systems, the Registrar's Office, Office of Institutional Research and Assessment, and the Office of Affirmative Action and Equal Opportunity have been tackling some complex issues that are paving the way for next stage of the implementation this fall: general access to Brightspace for faculty and staff.

Our main goal for AY 22 –23 is supporting faculty and academic staff as they learn Brightspace. As indicated on the Timeline page of this site, all UVM courses will be live on Brightspace by Fall 2023. There are also opportunities to volunteer to teach small-scale pilots this coming Spring and Summer. Our main focus this year is to help everyone who needs/wants, to be able to teach with confidence in Brightspace by Fall 2023.

The Center for Teaching and Learning, Professional and Continuing Education, and the ETS TechTeam have been learning the ins and outs of using Brightspace this summer. As is the case with learning new technologies, there is "un-learning" that needs to occur, including some "where did they put that" moments, and "what's that called again?" questions. All told, the team reports that there are many aspects about Brightspace to be excited about!

Some initial observations:

1. Brightspace is a robust application with many features and tools. However, you don't have to be a power user and "go big." Brightspace has entry ramps for novice users and folks who want to build up their skills over time.
2. Brightspace has many tools to support student academic success, such as:
   - conditional release features
   - "Intelligent Agents"
   - the ability for instructors to easily provide video/audio feedback (with just a couple of clicks) throughout the course, and
   - course-level analytics that provide useful information about how students are accessing course content and assignments
3. Brightspace has a clean user interface that supports Universal Design for Learning and has tools to create accessible course materials in the system (I.e., automatic transcription for video/audio, ubiquitous "Accessibility Checker" in the text editor).

Contact us at brightspace.implementation@uvm.edu

You can visit the Brightspace website at **https://site.uvm.edu/brightspace/**

The ERTC would like to add a conversation around what the faculty need to know around the transition to Brightspace to the October meeting agenda. Wendy will present on Brightspace at an upcoming Faculty Senate meeting.

6. **2022 /2023 ERTC Goals.** Please send any ideas for the 2022 / 2023 year to chair Helen Read.

   o Computer Policy
   o Classroom equipment survey, Andrew Horvat
   o Student evaluations, how is Blue working?

7. **Old or New Business.** There was no time at this meeting for old / new business.

8. **Adjourn.** The meeting adjourned at 9:57 am.

   The next meeting of the ERTC will take place on October 12, 2022, from 9:00 to 10:30am on Teams.