

LETTS meeting, January 27, 2017, Minutes

In attendance via Zoom: Brent Wilson (Chair, Education), Jiban Khuntia (Business), Nikki McCaslin (Library, Secretary), Tanya Heikkila (Public Affairs), Alyssa Martoccio (Modern Languages), Crystal Gasell (CU Online), Dave Thomas (CU Online), Corey Edwards (CU Online), Brad Henson (guest).

Minutes for 10/28/2016 were approved.

Crystal will be leaving CU Online and Corey Edwards is replacing her. He is from the Boulder campus.

Brent gave a report from the Faculty Assembly Executive Group: Joanne Addison expressed a felt need for better oversight for IT on campus as it relates to faculty needs. There may be a future committee that will take on that role, leaving LETTS to focus more on our traditional teaching missions. Brad Henson joined us from OIT. He is an expert in both IT and teaching. Faculty are urged to talk to their deans and departments and start percolating these ideas.

Ecree: Alyssa attended the presentations and heard some negative feedback on the grading component. The plagiarism software was adequate. Brent said that there was a lot of opposition to the writing support and the samples did not turn out well. Dave said that the demo worked the way it was supposed to, but was not ready for prime time. Some faculty are going to try just the plagiarism piece. Dave's goal is to make our faculty successful, not the vendors.

Online tutoring (Crystal): faculty have participated in pilots with vetted vendors. Six are using Net Tutor in their course. They would like to do a larger pilot. Please send feedback to the link Crystal sent on 1/27. Brent asked if there was still opposition to using an outside company instead of our own writing center personnel. Brent said that quality and cost are the faculty's primary concerns. Dave said that they have been accused of making a unilateral decision about this, but have always been open to faculty input regarding the pilots. Decisions were based on student, tutoring center, and faculty perspectives. That we should pay campus employees rather than Net Tutor is a valid point. Their money goes specifically to online tutoring. Their funding was \$9,000 and they have used \$1,500. \$10,000 is not enough to satisfy internal scale, but it might work as a bridge. Corey was asked to keep us posted on first steps. LETTS approves going forward with a more extensive pilot as long as the writing center and tutoring center have full participation in the decision process.

ADA Compliance (Brent): we are not quite ready to discuss this yet. Everyone knows it is the law, but we drag our feet with being in full compliance. We should generate an agenda on this and include online instruction. It is only fair to our students. As an instructor, he thinks we fall short. Dave said that we are in general compliant for online classes. Brent suggests we invite some disability advocates to help us with this issue.

There is a stipend available for improvements and incentives to help faculty participate in video captioning.

FCQ's (Brent): If we get a report on that committee, he will send it along.

Jibun: The Business School noticed that their online programs were not being well marketed and they met with a person from Pearson to help recruit for their two-year Master's program. They will use CU's platform and CU will benefit from this. Dave said that Pearson will want a large chunk of their tuition revenue. CU Online is in the loop and they are meeting with the Provost's office.

Instructional Designer (Crystal): We have a new instructional designer at CU Online. She has developed a white paper and her links are on the meeting agenda. She will also be working with the College of Nursing.

Next LETTs meeting is Feb. 24, 2017 at 3:00.

Respectfully submitted, Nikki McCaslin, LETTS Secretary



Faculty Assembly

UNIVERSITY OF COLORADO DENVER

CU Denver Faculty Assembly Meeting

Feb 7th, 2016

12:00 pm - 2:00 pm

LSC, Chancellors Conf. Room

Minutes

Attendees: Joanne Addison, Provost Nairn, Matthew Shea, Tammy Stone, Jeffrey Schrader, Amy Vidali, Rebecca Hunt, Dan Koetting, John Wyckoff, Carol Dee, Sherry Taylor, Brent Wilson, Ilkyeun Ra, Bruce Neumann, Lucy Dwight, Mike Radenkovic, Rafael Sanchez, Edward Dill, Kelly McCusker, Eric Baker, Liliya Vugmeyster, Pamela Laird, Lucy McGuffy, David Bondelevitch

12:00 PM **Joanne Addison - CU Denver Faculty Assembly Chair**

- Meeting Brought to Order

12:08 PM **Provost Nairn – Office of the Provost**

- The college engineering and applied sciences dean search has come up with recommendations, and they will be coming to campus over the next couple of months. The College of Architecture and Planning dean search has also come up with recommendations, and they will start visiting campus around the end of this month. The director of the Auroria library is at the stage of skype interviews, and hopefully the finalists will be identified soon. The search for the dean of public health is underway, with the goal being off campus interviews by the end of the month. There will be a new title IX coordinator as Nelie is stepping down and moving back into the office of the Provost.
- The north classroom renovations are on schedule and budget. The wellness building is also on schedule and budget even though there was more clean up needed then previously thought.
- The first EAB visit has happened and the student success initiative is underway. They are currently working with CU online.
- 2020 is the year the university will be up for reaccreditation and so we have begun planning for that.
- One question was raised about concerns regarding international students and the current political climate. The fear is that they will not be return, but the university is putting forward a strong effort to promote a safe and inclusive campus.

12:30 PM **Joanne Addison – CU Denver Faculty Assembly Chair**

- Approval of January minutes: Rebecca Hunt Motion, Carol Dee Seconded.
 - 22 approve, 1 abstain: Minutes approved.
- There was a budget meeting last Friday, there was good news that the base budget will be increased by 5 million dollars over the next 10 years. This money will be invested into programs to better our campus.

12:35 PM

Bruce Benson – President of the University of Colorado

- The President gives an overview on the work that our university has done on its budget and the new budget plan. There is a strong culture of inclusivity and drive to increase diversity on this campus and that is so important. It was a record year for fundraising and research fundraising as well as growth across all of our campuses. That being said we are trying to increase the endowment as well as get more money from the state. We are doing great things with our K-12 outreach, and our education deans are doing great work. Regarding the campus village, the university was sued for 7 million dollars. Free speech is very important to our campus. There are also talks about increasing contracts for faculty on our campus.

1:15 PM

Joanne Addison – CU Denver Faculty Assembly Chair

Chairs Report

- Regarding the FCQ redesign there isn't much to be reported upon.
- With the budget roll out there isn't substantial news yet to report, once there is more to report on that information will be disseminated. That being said, if you have anything that you would like to be passed along to Jennifer please email Joanne or Carol Dee.

1:25 PM

John Wyckoff – Associate Dean of College of Liberal Arts and Sciences

- There is a push to establish IT Governance. There is a good start currently with many procedures that are being established regarding IT processes. This was established within CLAS, but now we think it would be a good idea to establish this same kind of governance at the campus level. The advisory group would be made up of IT professional staff from each school and college. Although OIT has a governance structure they work with both Anschutz and Denver, and this would be more faculty focused on our campus. This is important cause it will help give the faculty more voice in regards to IT Governance. The FA Executive Committee will make a recommendation regarding the shared governance of IT, and if there will be a new committee formed or if LETTS will be restructured to take on the role, or something entirely different.

1:36 PM

CU Denver Faculty Assembly Committee & Campus Reports:

- **Academic Personnel Comm (APC):** They have a Faculty non-salary grievance template that came back from Faculty Council, that should be done soon and ready for review. The anti-bullying initiative at the system level seems to be running into a lack of support. The belief is that current policies are sufficient.
- **Budget Priorities Comm (BPC):** The new budget model is taking up a lot of their time. If there are, concerns about the budget bring them up to Carol Dee so that they can be voiced.
- **Committee on the Status of Women (CSW):** They working on Title IX and the Status of Graduate students that need to take maternity leave
- **Disabilities Committee (DisC):** They are meeting with Nelie from the Office of Equity, to figure out the new process for filing complaints as her office will now handle them. They are also looking to see if they want to hold a more formalized campus review of what is going on around campus regarding disabilities.
- **Educational Policy & Planning Comm (EPPC):** There is a new resolution on diversity, and the FA will vote on it at the next FA meeting. Also working on looking at grade forgiveness

- **Lesbian, Gay, Bisexual, Transgender, Queer, Plus (LGBTQ+):** There was a vote to change the committee name to LGBTQ+ and the vote passed.
- **Learning, Educational Technology, Teaching, and Scholarship Committee (LETTS):** Three reps from CU online sat in at their last meeting. They had a briefing from the vendor that was pitching the plagiarism software. It seems like CU Online will be moving forward with the plagiarism software. The committee will talk to CU Online about the objections to the software from the assembly.
- **UCD Assoc. of Lecturers & Instructors (UCDALI):** They are currently planning on a spring workshop for all NTTF, and they are recruiting more members for their Executive committee.

2:00 PM Meeting Adjourned

LETTS meeting, Sept. 8, 2017, Minutes

In attendance via Zoom: Brent Wilson (Chair, Education), Jiban Khuntia (Vice Chair, Business), Nikki McCaslin (Secretary, Library), Alyssa Martoccio (Modern Languages), Maryam Darbeheshti (Engineering), Corey Edwards (CU Online), Jason Drysdale (CU Online), Jozianne Mestas (OIT, guest), and Ashley Cooper (Student Affairs, guest)

Brent, Jiban and Nikki will continue in their positions as LETTS officers for the 2017-2018 term.

Joanne Addison is ready to go with online FCQ's and will be sending out a list of the questions to faculty. There will be no overall "rate this course" type of question on the new surveys. The surveys can be done on a mobile phone. Following are some ideas for getting a good class response:

- Provide time for completion in class and let students know about the surveys ahead of time.
- Consider a collective perk for the class for an 80-90% participation rate, such as rounding up grading on an assignment.
- Explain that the survey is about improving the course and that it helps create accountability.

Priorities for the upcoming year:

We want to work with the new Digital Education leadership: Sheana Bull (Associate Vice Chancellor for Digital Education) and Scot Chadwick (Executive Director of Digital Education)

Ashley Cooper (ashley.r.cooper@ucdenver.edu): On October 2, a new early alert system will go online called the Student Success Collaborative. LETTS would like to participate in these conversations regarding analytics. Rod Nairn had a predictive analytics policy and we would like to know about any policies regarding predictive analytics.

ADA compliance. Brent attended a great presentation at the COLTT conference on video-captioning and he could contact the presenter to see if they are available to come to our meeting. Kate Miller is the Accessibility Specialist at CU Online. We want to learn more about the captioning tool TechSmith Relay.

Classroom Support: Jiban recommends a one-button help feature. Jozianne mentioned that we had planned to write a letter to Russ Poole with suggestions.

We will plan to meet on the third Friday of each month using Zoom from 3:00-4:00.

Next LETTS meeting is October 20, 2017 at 3:00-4:00 (via Zoom).

Respectfully submitted, Nikki McCaslin, LETTS Secretary

LETTS meeting, October 20, 2017, Minutes

In attendance via Zoom: Brent Wilson (Chair, Education), Jiban Khuntia (Vice Chair, Business), Nikki McCaslin (Secretary, Library), Alyssa Martoccio (Modern Languages), Maryam Darbeheshti (Engineering), Charles Musiba (CLAS), Jason Drysdale (CU Online, guest), and Mike Zinser (Psychology, guest)

#1 Jason Drysdale, CU Online Initiative: There are grants available for faculty who would like to teach online and hybrid courses. Those who apply will be offered a 4-phase course from CU Online on Grant Cycles. There is no requirement to work with them.

Phase I is grant design. OSM is still involved with the process. Grants are still 4K for new classes and 2K for existing redesign.

Phase II is developing your OSM course. CU Online and the university want to be sure that they could run the course without the instructor. (Mike Zinser: Retaining intellectual property is a key concern for faculty and their units. CU is distinctive in that faculty can take their intellectual property with them when they leave).

Phase III is teaching the class. This is the 2nd and final pay spot. The CU Online role decreases as you teach, but they still want to be available for any needed assistance.

Phase IV is Mastery Paths. They are going to restructure a tool-based pilot in the Spring to a more integrated program with 6 components. Micro-credentialing could be useful here for RTP events. If faculty have already taken the OSM course, they can take portions of the new program, on a case-by-case basis.

Brent: At Phase IV you could bring in research to share with colleagues. Research integration translates into credentials for advancing scholarship. He likes the flexibility and that it is tied to faculty concerns. Instruction design is very labor and time intensive and he likes how they have used the grant as a “carrot” tied to professional development. They need to communicate with faculty, so that they can co-create the programs.

Jason is looking for feedback and the best avenues to share information. He will send links to more detailed information to the committee.

Agenda item #2 on Digital Education with Sheana Bull and Scott Chadwich will be moved to the November 17th LETTS meeting, as there was a scheduling conflict.

#3 Inter-campus agreement update (Brent): There were historical conversations on this campus to merge MSUD and UCD which may have led to the UCD/Anschutz merger. Rod Nairn, Don Elliman and Dorothy Horrell are looking again at marriage with Metro. This might be an opportune time for us to pitch faculty concerns regarding technology to Dorothy. Dave Thomas, head of CU Online reports to Russ Poole, making it more distant from faculty and academic units. Russ deals more with IT safety and security

issues. We would like to see CU Online answerable to faculty. The two biggest units with technological expertise are CLAS and the School of Education. Mike Zinser and Pam Laird are to formulate talking points for Dorothy. Brent will share the “talking points” link with LETTS committee members. Brad wants to feel that he is speaking on behalf of LETTS and asks that we send him any thoughts or concerns on this matter.

Minutes for 9/8/2017 were approved.

Next LETTS meeting is November 17, 2017 at 3:00-4:00 (via Zoom).

Respectfully submitted, Nikki McCaslin, LETTS Secretary

LETTS meeting, November 17, 2017, Minutes

In attendance via Zoom: Brent Wilson (Chair, Education), Jiban Khuntia (Vice Chair, Business), Nikki McCaslin (Secretary, Library), Alyssia Martoccio (Modern Languages), Jason Drysdale(CU Online), Laurel Hartley (Biology), Sheana Bull (Assistant Vice Chancellor for Digital Ed., guest), and Scott Chadwick (Executive Director Digital Education, guest)

Minutes for 10/20/2017 were approved.

Sheana Bull and Scott Chadwick are in newly created half-time positions. Sheana is a Public Health faculty member at Anschutz and her focus on the academic side. Scott's focus is more on operational models and systems. He has an industry background. Their program is just two months old and they are currently on a listening tour. They have met with UC Denver and Anschutz deans to learn what their priorities and feelings are toward digital technologies. They have also met with faculty development, student services, and Russ Poole. They are currently developing a strategic plan for the next 3-5 years and their goal is to help students achieve 60% graduation target. Sheana is also exploring what new scholarship in this field looks like apart from traditional peer-reviewed scholarly products. They will be making a report in January. Regents have placed a high priority on digital learning and especially on new online programs designed to reach disadvantaged and rural students. Discussions about OER materials are also running parallel to these discussions. There is an infant OER committee on each campus. Next steps are to create and implement strategic priorities, such as student success and scholarship preeminence. How can they interface with LETTS?

Brent: It would be useful to look at ways we create and value the synergy between scholarship, teaching and learning, and service. At the policy and administrative level it might be worthwhile for the Digital Ed. folks to bring in Faculty Assembly and LETTS, especially if they run into something controversial. We want to make sure that faculty are in the driver's seat and not the vendors.

Jason: CU Online has been working closely with Scott and Sheana and they have closely aligned goals. Jason wants to empower and improve CU Online's relations with faculty.

Sheana: Digital technologies can also be used to support students in f2f classes and they are casting their net wider than just online classes, but it is not their intention to step on any toes of those working with other initiatives.

Brent gave an update and shared a link to preliminary talking points of concern that he will share with Dorothy Harrell respecting OIT and technology (link available in LETTS agenda). Brent is concerned that OIT has become disconnected from our academic mission. He feels that any funds from students should be off-limits and fully accountable.

Jibun thinks that the preliminary points were a little aggressive.

The December LETTS meeting is cancelled due to commencement and holiday activities.
Next LETTS meeting is January 19, 2018 at 3:00-4:00 (via Zoom).

Respectfully submitted, Nikki McCaslin, LETTS Secretary