UNM Faculty Senate IT Use Committee
Thursday, September 23, 2021
No face-to-face meeting location
1:00 pm – 2:30 pm

Join Zoom Meeting
https://unm.zoom.us/j/96069056335
Meeting ID: 960 6905 6335

Passcode: 8675309

Chair: Trenia Walker

Attendees (Voting Members): Evan Ashworth, Nathaniel Bland, Stephen Hernandez, Jennifer Laws*, Han Li, Patricia Oakley, Marek Osinski (UNM Research Policy Committee representative), Deborah Rhue, Holly Surbaugh, Alexa Wheeler, Xiaozhong John Yu

(Guests): Elisha Allen (CDL/IT/AT), Trina Altman (IT/AT), Dean Bernardone (IT/AT), Jon Bocock (IT/AT), Austin Megli (CDL), Brian Pietrewicz (IT/AT), Stephanie Spong (CDL), Lisa Yuka (IT/AT)

Regrets: Glenn Hushman, Elizabeth Macri

Topics

1. Review of meeting minutes from 8/26/2021
   - Motion to accept Jennifer Laws, seconded Han Li, approved by members

2. Welcome new members and welcome back to returning members
   - Introductions by members and guests

3. Review committee's mission
   - Link copied into chat. Will review in a future meeting.

4. Canvas Rollout Update Presentation – Jon Bocock (IT/AT) & Stephanie Spong (CDL)
   - Timeline:
     - Mapping work for BlackBoard to Canvas
     - Using Zoom and Kaltura tools in Canvas
     - Bulk migration of existing courses by term (Summer 2021 as soon as testing is complete; Fall 2021 following the end of the term in earlier Spring 2022; etc.)
     - Accelerated Online Program (AOP) courses priority for migration
     - K16 Solutions contracted to archive courses for legal challenges
   - Update LMS progress: https://at.unm.edu/lms/canvas/
   - Canvas Implementation FAQs: https://at.unm.edu/lms/canvas/faq.html

5. Increased workload concerns related to new LMS (tabled from 8/26 meeting - Jen Laws)

FS-ITUC member, Jen Laws raised concerns about how much the migration to Canvas will stretch the Academic Technologies, CTL & Student Support Resources. There is the potential for creating a problematic situation. This will probably lead to additional work for "super user" faculty to fill gaps, taxing faculty expertise.

Could the committee consider drafting a "formal red flag" sent "up the chain" to warn against a potential burnout of human resources.

Proposal #2
UNM Academic Technologies [and insert other departments/orgs as appropriate] provides outstanding support for UNM's current learning management system, UNM Learn. They have done so under exceptionally demanding pandemic conditions, the kinds of conditions that increase the likelihood of unhealthy stress levels and burnout.
In addition, this team has been tasked with the implementation and support for UNM's new learning management system, UNM Canvas. These significant, overlapping, and simultaneous demands on human and other resources within UNM Academic Technologies will continue through the end of calendar year 2022 [verify], at which point support for UNM Learn can be phased out. If their efforts to generate interest and adoption of the new learning management system are successful, this will increase their workload during the period in which UNM Learn and UNM Canvas overlap. Overtaxed UNM AT staff cannot provide UNM faculty with the levels of LMS support they expect and rely upon.
In light of these extraordinary circumstances, the IT Use Committee requests that additional funding be provided to the UNM Chief Information Office [is this the right individual?] to be used at their discretion to hire staff and student employees to assist during the period of time when simultaneous support for two LMS systems will be required. This additional funding will directly improve UNM faculty adoption and utilization a modern and robust learning management system, which in turn supports the success of UNM students across the organization.

This discussion began but needs more time at a future meeting.

6. FERPA training support (tabled from 8/26 meeting - Jen Laws)

Jen Laws raised concern about the need for mandatory FERPA training or at least a refresher. Especially given the [emergency] move to online teaching during the campus closures last year. Many faculty taught online for the first time and may not be aware of the FERPA guidelines related to online instruction.

Proposal #1
Because use of the UNM Learn and other tools for electronic delivery of instruction has increased due to the pandemic
And
Because the adoption and use of UNM Canvas is likely to be very robust due to instructor-friendly design and features
And
Because the opportunities and platforms for unintentional disclosure of protected student information have increased rapidly since Spring 2020
The IT Use Committee makes the following recommendations: 1) any UNM instructor (full-time, part-time, or adjunct) that has not completed a UNM-sponsored training about the

Family Educational Rights and Privacy Act (FERPA) within the past five academic years shall complete such training no later than the last day of the Spring 2023 term; 2) all newly-hired UNM instructors (full-time, part-time, or adjunct) shall complete a UNM-sponsored training about the Family Educational Rights and Privacy Act (FERPA) prior to the last day of the first academic year of employment.

There was not enough time to engage in discussion of this item. The issue is tabled until a future meeting.

7. Meetings 2021-2022 schedule: 4th Thursdays; 1.5 hours; continue virtual meetings
   - September 23; October 28; December 2;
   - January 27; February 24; March 24; April 28; May 26*
   - 1-2:30
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Next Meeting(s): October 28