**UNM Faculty Senate IT Use Committee**

**Thursday, January 27, 2022**

**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

Chair: Trenia Walker

Attendees (Voting Members): Evan Ashworth, Nathaniel Bland, Jennifer Laws, Han Li, Elizabeth Macri, Holly Surbaugh, Alexa Wheeler

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

Regrets: Stephen Hernandez, Duane Arruti (IT/AT)

**Topics**

1. Welcome back 2022
2. Confirm Spring 2022 meeting schedule: January 27; February 24; March 24; April 28; May 26\* 1-2:30pm Zoom
3. Review of meeting minutes from 10/28/2021
* Motion to accept Jennifer Laws, seconded Nathaniel Bland, approved by members
1. Canvas Rollout Updates – Jon Bocock (IT/AT), Elisha Allen (IT/AT/CTL) & Stephanie Spong (CTL)
* Canvas Timeline
	+ - February 2022 – instructors can request temp course shells
		- will have access to Summer 2021 and Fall 2021 online classes
		- April 2022 – Summer 2022 and Fall 2022 Banner created/populated courses available in Canvas dashboard
		- Summer 2022 – first semester on Canvas
* UNM has contracted with BlackBoard to keep access to BBL from September 2022 to August 2023. This will only be for “reference” and only available to instructors – NO STUDENTS. Meaning it can’t be used to teach a course. ALL instruction must be on Canvas. There’s also limited concurrent access of 10 users at a time. This will be helpful because there have been issues in the import process of videos and group discussions into Canvas course shells. These show in the exports but don’t appear in the imports.
* CTL has a support space for faculty users: <https://ctl.unm.edu/instructors/support/workshops/index.html>. There is a course being offered titled: *Bridge to Canvas* that is 1 week online but with an [optional] synchronous meeting to ask questions. This will be offered every week in the Spring. It will likely continue in Summer and Fall but that’s not yet official. There is also a “~~Draft~~ CTL Course Template” that has been added to the Canvas Commons for instructors to use as they set up a class for the first time. The temp shell will have all of the imported course info from BBL and the template can be added to the actual course that will be Banner created. Anyone with access to Canvas Commons can add to the Commons. Users can set access to individual or to everyone. This will be helpful to store old classes since the Dashboard on Canvas will only allow access to 20 courses.
* CTL has additional budget to hire student workers to service the backend for help to instructors in course [re]development on Canvas.
1. Qualtrics update – Elisha Allen (IT/AT/CTL) & Jon Bocock (IT/AT)
* Qualtrics Enterprise license for “early adopters.” The host name is probably going to change (currently in discussion). This could affect faculty and students (early adopters) who would have to update respondents with change of return address.
1. Proposed instructional method changes (course designations) – Elisha Allen (IT/AT/CTL)
* 2 new instructional method options that are being considered: ONLR (low-residency online) and FLEX (100% online AND 100% on-campus). Both of these are still in the discussion phase.
1. Replacing stand-alone grade entry application for Banner 9 Faculty Self-Service Project - Elisha Allen (IT/AT/CTL)
* Replacing outdated stand-alone grade entry application for: Banner 9 Faculty Self-Service Project. Have to change (like LMS) because the current stand-alone app is no longer being supported. Faculty will still enter through LoboWeb (non-intentional Banner touch). Will change the way instructors enter final grades, mass grade upload (import/export), incomplete grades and student academic review. The student profile info is a feature that will be added later. Testing is continuing until 2 weeks before the “go live date.”
* June 24 – go live
* August 8 – close out current system

Training webpage will be available this Spring. It will be two clicks rather than 1 radio button.

1. CyberSecurity update – Brian Pietrewicz (IT/AT)
* Email security protocols (SPF) have been applied. This is to limit incoming spoofing/phishing emails. Not many issues since implementation. Since quarantines began, less than 100 tickets have been issued to release. UNM is developing new policy around email security.
* UNM IT/AT will conduct an internal phishing campaign for campus users. If a user falls for the message, they will receive an invitation for training on how to recognize spoofing and phishing email messages.
* When UNM IT/AT was made aware of ransomeware attacks on APS and Bernalillo County, blocked those IP addresses. Waited a week and was resolved. Only UNM community members affected were Dual Credit (high school/university) students.
1. Zoom - changes to join meetings hosted by UNM – Dean Bernardone (IT/AT)
* Need to have a minimum version of Zoom client. UNM will probably set at “last stable version” probably 3 months earlier. Plan is to reset minimum required version of Zoom 3 times per year. Best to update Zoom regularly for added features and security.

**Next Meeting(s): February 24, 2022**