**Faculty Caucus Executive Committee Minutes**

**April 15, 2024**

**Unapproved**

Chairperson Horst called the meeting to order and declared a quorum. There was no public comment.

The minutes for 04/01/2024 were approved.

Motion by Senator Mainieri

Second by Senator Cline

Minutes were approved by unanimous vote.

***Oral Communication:***

*Discussion regarding policy 9.2 Policy on Appropriate Use of Information Technology Resources and Systems*

There was concern about the term “web services” and how it relates to policy 9.2. After an FAQ went out to CAS.

Web services are understood as a website that requires a login to use their services.

New software is already covered in the policy, web services are not.

Senator Cline voiced concern about having to get websites like Google Maps approved for use in the classroom.

Provost Yazedjian: Just for a little bit of additional context, and maybe this is semantics, but I don’t necessarily see this as a policy that they’ve put together but really a process. Because, specifically about software which is the discussion that we had with the deans, it is that we have established processes at the university that a faculty member should be requesting these softwares, and it should go through the unit. The problem is those software requests originally started in Procurement, and they got bogged down; Procurement had their specialist who then had to go to Tech Solutions who then had to go to Dan Taube and Security etc. So my understand is that it was a realignment so that it starts in Tech Solutions so that it actually could streamline the process. They are looking first and doing some triage about, ‘This needs to go here, this needs to go there’ so that by the time it goes to Procurement, they can just move forward So that part, that is what I thought we were doing and that was the discussion. This “web services” part, I mean I’m going to have to read these, that part is new to me, and I would agree with (Senator Cline) that Google Maps is just a website.

Senator Cline: …but I do have to fill out a form to use Google Maps?

Provost Yazadjian: I had no idea about the FAQ’s either, you’re saying maybe the team put it together? … So I would agree that it is probably better to have a phone call first, because I think if we don’t have this understanding and then it goes to caucus it’s just going to create more confusion.

Chairperson Horst: Just so I understand, the group is a CAS group or a university group?

Provost Yazadjian: It is primarily, I think, associate deans who are representing. Especially deans who have software oversight in their portfolios in this group. There have been some reconstituting of stuff and the goal is really to streamline it. It then allows everybody to use the same mechanism, because I think before different faculty used different processes. They might reach out the IT person, they might reach out to the associate dean, they might go straight to Procurement, you know? I think this is an effort to streamline that process, but there is a little bit of extra stuff in here that I wasn’t really aware of.

Senator Mainieri: ATRB is correct, it is the Academic Technology Review Board, and it is comprised of associate deans with technology responsibilities to each college.

Senator Nikolaou mentions that there is a list of approved websites on the University website, and so sites like Google Maps maybe just haven’t been vetted yet.

Provost Yazedjian: There are other issues about, for example, where we had multiple licenses in different colleges and everyone is paying, we get a better deal if have it institutionalized, and we can offer it to more people. But then there are also accessibility issues, so for example in Vevo, when you do an accessibility review there are some accessibility issues, so then who approves for a faculty member to use that in their class with students, or students are required, but then there are accessibility issues. So it is really putting all of that stuff into one place.

Chairperson Horst: And all of that is spelled out in policy 9.2…

Senator Bonnell: There is a lot of confusion about this... it felt like, from a library perspective, barriers were being created for us…

Chairperson Horst: Let’s wait and I’ll try to talk to Charley and get some basic information.

Provost Yazedjian: Now that you’ve brought that up, it may be the web services part might actually related to the library. I was on an email where there are decisions that Dallas makes about, I think he called them “web-services” that they were calling “software licenses” and so they were saying it is not a license for software, and so I think “web-services” is actually about things at the library like, I don’t know, Erich.

Senator Bonnell: I hope not, he was really confused about that.

Chairperson Horst: I’ll try to find out more, we’ll decide whether or not we are going to have it on the Faculty Caucus on May 8th next time.

***Distributed Communication:***

***External Committee Slate***

Senator Bonnell indicates that a faculty member from Milner needs to take her name off the slate.

***\*\*Approval of proposed Faculty Caucus Agendas- See below\*\****

Motion to approve by Senator Mainieri

Second by Senator Nikolaou

Unanimous approval

***24-25 Calendar: see link on Executive Committee agenda***

***Adjournment***

**Faculty Caucus Meeting Agenda**

**Wednesday, April 24, 2024**

**Immediately Following the Academic Senate Meeting**

***Call to Order***

***Roll Call***

***Public Comment: All speakers must sign in with the Senate Secretary prior to the start of the meeting.***

***Elections:***

* ***Academic Freedom, Ethics, and Grievance Committee (up to 8)***

Rezgui Abdelmounaam, CAST, School of IT

Amy L. Wood, History, CAS

Antonio Causarano, COE

Erin Ponnou-Delaffon, CAS Language Literature & Culture

Meredith Downes, COB

Mark Zablocki, COE

Miranda Lin

Rosie Hauck

Niharika Dayyala

S. Gavin Weiser

Yun-Ching Chung

Allison Antink-Meyer

Maureen Brunsdale

Kristin Carlson

* ***Panel of Ten (up to 10)***
1. (Director) Professor, Noelle Selkow, CAST, KNR
2. Professor, Jennifer Banning, CAST, Family and Consumer Sciences
3. Associate Professor Jay Percell, COE, School of Teaching and Learning
4. Associate Professor, Lisa Tranel, Geography, Geology, and the Environment, CAS
5. Associate Professor Tenley Banik, Geography, Geology, and the Environment, CAS
6. Professor Robyn Seglem, COE, School of Teaching and Learning
7. Professor Miranda Lin, COE, School of Teaching and Learning
8. Associate Professor Eric Willey, Milner
9. Professor Michael Wille, WKCFA, Wonsook Kim School of Art
10. Associate Professor David Marx, CAS, Physics

External Committee Slate – From Faculty Affairs Committee

***Adjournment***