

University Council Minutes
December 6, 2021
3:30 PM
1045 Pamplin Hall

Tim Sands (presiding), April Myers, Cyril Clarke, Charlene Casamento for Dwayne Pinkney, Ken Miller, Julie Farmer for Charles Phlegar, Bryan Garey, Scott Midkiff, Kim O'Rourke, Daniel Sui, Frank Shushok, Menah Pratt-Clarke, Michael Friedlander, Lisa Wilkes, Lance Collins, Chris Kiwus, Lynsay Belshe, Chris Yianilos, Alan Grant, Daniel Givens, Carlos Evia for Laura Belmonte, Rosemary Blieszner, Ron Fricker, Paul Winistorfer, Robert Sumichrast, Lee Learman, Tyler Walters, Aimée Surprenant, Kelly Oaks, John Benner, Kerry Redican for Sean Corcoran, Robert Weiss, Gabby McCollum, Robin Queen, Jeffrey Alwang, Marcía Feuerstein, Janice Austin, Carla Finkielstein, Susan Anderson, France McCarty, Evan Lavender-Smith, Diane Agud, A.K. Ward Bartlett, Megan Wawro, David Tegarden, Kevin Davy, Patricia Raun, Paul Morton, Andre Muelenaer, Inga Haugen, Melissa Chase, Holli Gardner Drewry, Karen Eley Sanders, Jennifer Earley, Nicole Akers, Bruce Harper, Tamarah Smith, Sue Teel, Jenny McCoy, Amanda Leckner, Alice Fox, Matthew Flores, Serena Young, & Phil Miskovic

Absent with notice: Guru Ghosh, Julia Ross, LaTawnya Burleson, & Judy Alford

Absent: Steve McKnight, Ariana Guevara, Masoud Agah, Kathy Lu, Laszlo Horvath, David Dugas, Amanda Coleman, Nicole Nunoo, D'Arrin Calloway, Miles Guth, Sharan Patnik, Alex Pomeroy, Adyan Ati, & Paolo Fermin

Guests: Lori Buchanan, Ellen Plummer, Vijay Singal, Jeri Baker, Melody Warnick, Sally Shupe, Stacey Wilkerson, Quinn Warnick, Jon Clark Teglas, Rick Sparks, Dale Pike, Kevin Boyle, & Jack Leff

Dr. Sands called the hybrid meeting to order at 3:30 p.m. A quorum was present in person or via Zoom.

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of minutes of November 15, 2021

Dr. Sands noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>).

3. Old Business

Commission on University Support

Resolution CUS 2021-22A

Resolution to Change Membership to the Transportation and Parking Committee

John Benner presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Faculty Affairs

Resolution CFA 2021-22A

Resolution to Revise Faculty Handbook Section 2.17.12 Related to Change of Duty Station and Special Leave

Robin Queen presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Undergraduate Studies and Policies
Resolution CUSP 2021-22B

Resolution to Approve New Major, Commercial Development and Investment, in Bachelor of Science in Real Estate

Kerry Redican presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Undergraduate Studies and Policies
Resolution CUSP 2021-22C

Resolution to Approve New Major, Residential Development and Investment, in Bachelor of Science in Real Estate

Kerry Redican presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Undergraduate Studies and Policies
Resolution CUSP 2021-22D

Resolution to Approve New Major, Financial Planning and Wealth Management, in Bachelor of Science in Business in Finance

Kerry Redican presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Undergraduate Studies and Policies
Resolution CUSP 2021-22E

Resolution to Approve New Major, FinTech and Big Data Analytics, in Bachelor of Science in Business in Finance

Kerry Redican presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

4. New Business

Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22B

Resolution to Include the Commission on Administrative and Professional Faculty Affairs to the Employee Benefits Committee Reporting Structure

Janice Austin presented the resolution for first reading. Currently, the Employee Benefits Committee reports jointly to the Commission on Faculty Affairs and the Commission on Staff Policies and Affairs. This resolution adds the Commission on Administrative and Professional Faculty Affairs to the Employee Benefits reporting structure so that the administrative and professional faculty employment class can be included.

Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22C

Resolution to Revise the Membership of the Employee Benefits Committee to Add Three Administrative and Professional Faculty Senators

Janice Austin presented the resolution for first reading. Since the formation of the Administrative and Professional (A/P) Faculty Senate, the Commission on Administrative and Professional Faculty Affairs (CAPFA) has been reviewing the representation of the A/P faculty in shared governance and has determined that there are several committees where representation is lacking. This resolution will add three A/P faculty

senators to the Employee Benefits Committee. These additional appointments are in alignment with the Faculty and Staff Senate appointments currently on the committee. Many of the committees were composed when the current structure of the governance system was established back in the early 1990s. Each of the commissions has a mix of teaching and research (T/R) faculty, administrative and professional faculty, staff, undergraduate students, and graduate and professional students. The committees have somewhat of a different composition with the focus being on the nature of the committee in terms of the constituent groups being represented.

**Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22D**

Resolution to Revise the Membership of the Commencement Committee to Add One Administrative and Professional Faculty Representative

Janice Austin presented the resolution for first reading. This resolution adds one A/P faculty representative to represent the A/P faculty's voice on the Commencement Committee.

**Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22E**

Resolution to Revise the Membership of the Energy and Sustainability Committee to Add Two Administrative and Professional Faculty Representatives

Janice Austin presented the resolution for first reading. This resolution adds two A/P faculty representatives to represent the A/P faculty's voice on the Energy and Sustainability Committee.

**Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22F**

Resolution to Revise the Membership of the Library Committee to Add One Administrative and Professional Faculty Representative

Janice Austin presented the resolution for first reading. This resolution adds one A/P faculty representative to the Library Committee which will be in alignment with the faculty and staff representation currently on the committee.

**Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22G**

Resolution to Revise the Membership of the Transportation and Parking Committee to Add Two Administrative and Professional Faculty Representatives

Janice Austin presented the resolution for first reading. This resolution adds two A/P faculty representatives to the Transportation and Parking Committee. Currently, there is one A/P faculty representative, three staff representatives, and three faculty representatives to the committee. This resolution aligns the representation of A/P faculty with the T/R faculty and staff.

**Commission on Administrative and Professional Faculty Affairs
Resolution CAPFA 2021-22H**

Resolution to Revise the Membership of the Undergraduate Curriculum Committee to Add One Administrative and Professional Faculty Representative

Janice Austin presented the resolution for first reading. This resolution adds one A/P faculty representative to represent the A/P faculty's voice to the Undergraduate Curriculum Committee. A comment from the Staff Senate indicated that the Undergraduate Curriculum Committee may be changing in its role and scope in shared governance with the upcoming changes to the university governance structure. CAPFA discussed this possibility but decided that this resolution addresses how governance exists currently and understands that

changes are possible in six to twelve months depending on proposed changes from the President's Committee on Governance.

5. Announcement of Approval and Posting of Commission Minutes

These minutes have been voted on electronically and will be posted on the University web (<http://www.governance.vt.edu>). Note that the purpose of voting on Commission minutes is to accept them for filing. University Council Bylaws require that policy items be brought forward in resolution form for University Council action.

- Commission on Administrative and Professional Faculty Affairs
October 13, 2021
- Commission on Equal Opportunity and Diversity
October 19, 2021
- Commission on Graduate and Professional Studies and Policies
October 6, 2021
October 20, 2021
November 3, 2021
- Commission on Outreach and International Affairs
October 21, 2021
- Commission on Staff Policies and Affairs
October 26, 2021
- Commission on Undergraduate Studies and Policies
November 8, 2021

6. For Information Only

The minutes of the University Advisory Council on Strategic Budgeting and Planning
November 11, 2021

7. Presentation


Dale Pike, Executive Director and Associate Provost, Technology-Enhanced Learning and Online Strategies (TLOS), gave an update from TLOS (presentation attached).

8. Adjournment-

There being no further business, a motion was made to adjourn the meeting at 4:15 p.m.



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 VIRGINIA TECH.

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TECHNOLOGY-ENHANCED
LEARNING & ONLINE STRATEGIES

DALE PIKE

DECEMBER 6, 2021



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TLOS









Technology-enhanced Learning and Online Strategies, a unit within Virginia Tech’s Division of Information Technology, is dedicated to the advancement of teaching and learning through the thoughtful application of technology to the teaching process and learning environments.

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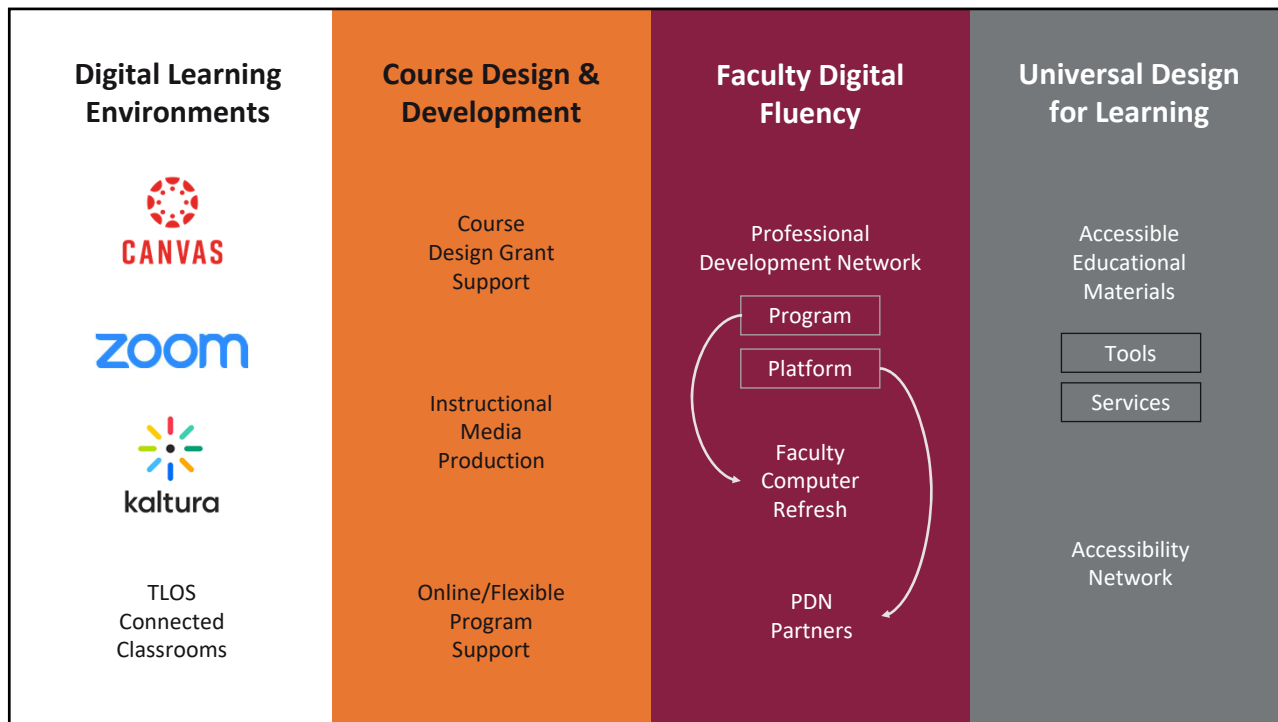
graph TD
    TLOS[TLOS] --> DIT[Division of Information Technology]
    TLOS -.-> AA[Academic Affairs]
            
```

01 / INTRODUCTION

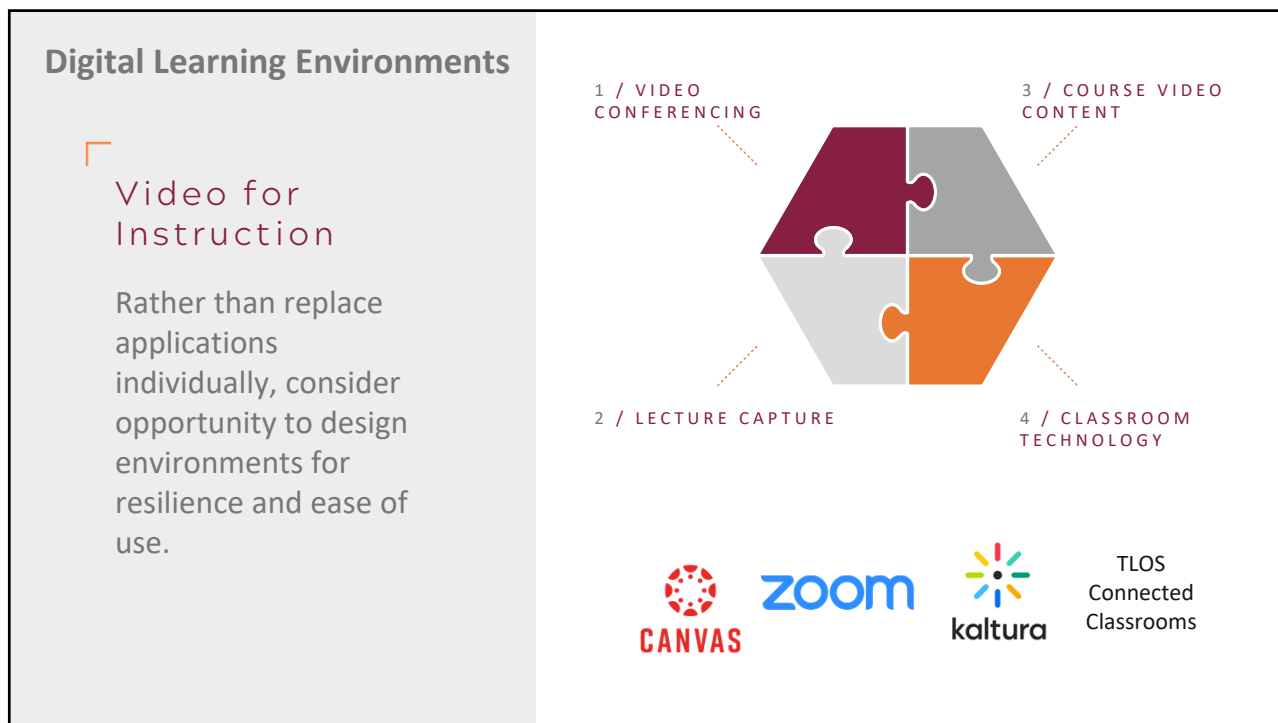
3

 Dale Pike Executive Director and Associate Provost	 Quinn Warnick Deputy Executive Director	
 Lujan Baab Senior Director of Grants and Awards	 Aaron Bond Senior Director of Learning Services	 Brian Broniak Senior Director of Learning Systems
 Gary Burns Senior Director of Support Services	 Cindy Kelley Senior Director of Finance and Business Operations	 Mark Nichols Senior Director of Universal Design and Accessible Technologies

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AT THE HEIGHT OF COVID-19

From March 11 – May 1, 2020



Canvas

1,241,451 : Average daily page views
49%: Depth of use
1,004: Total new canvas courses



Zoom

3,147: Average daily meetings
23,090: Average number of participants
>1 Million Minutes: Average Daily meeting time



Kaltura

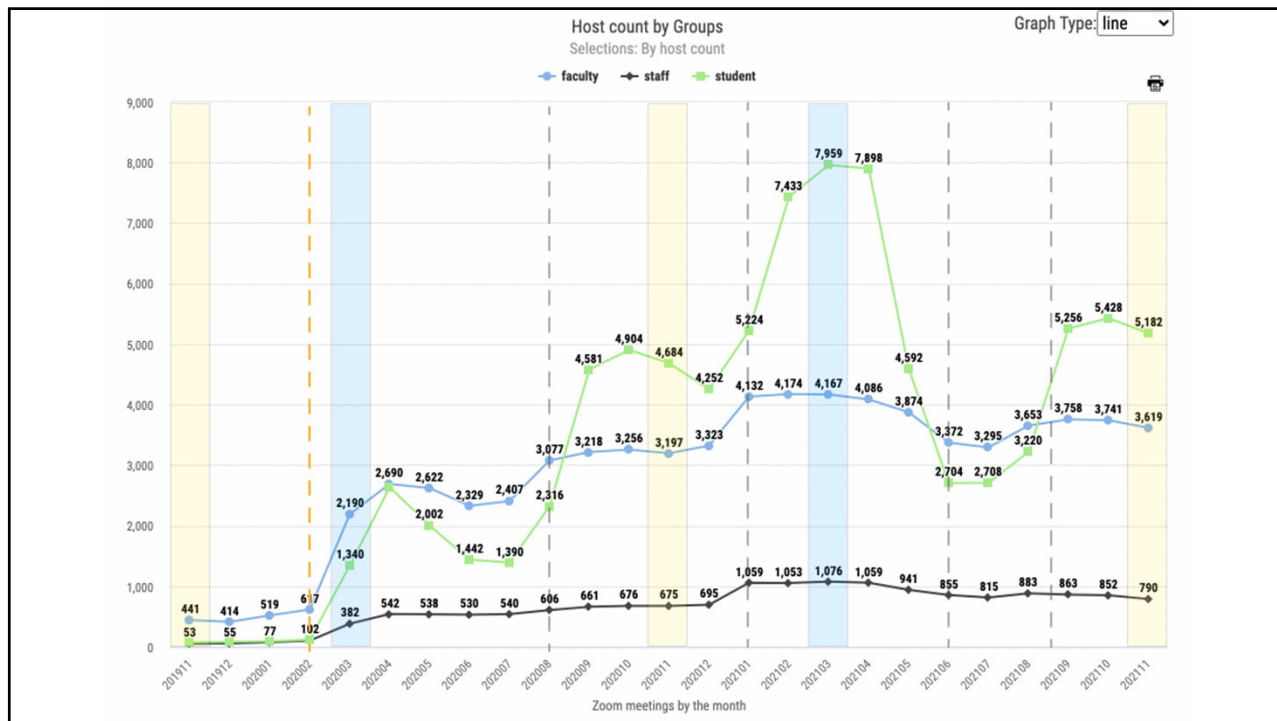
46,239: Videos added to Kaltura
648K+: Total videos played
11.5 million: Minutes of video viewed
14K+: Video views with captioning turned on



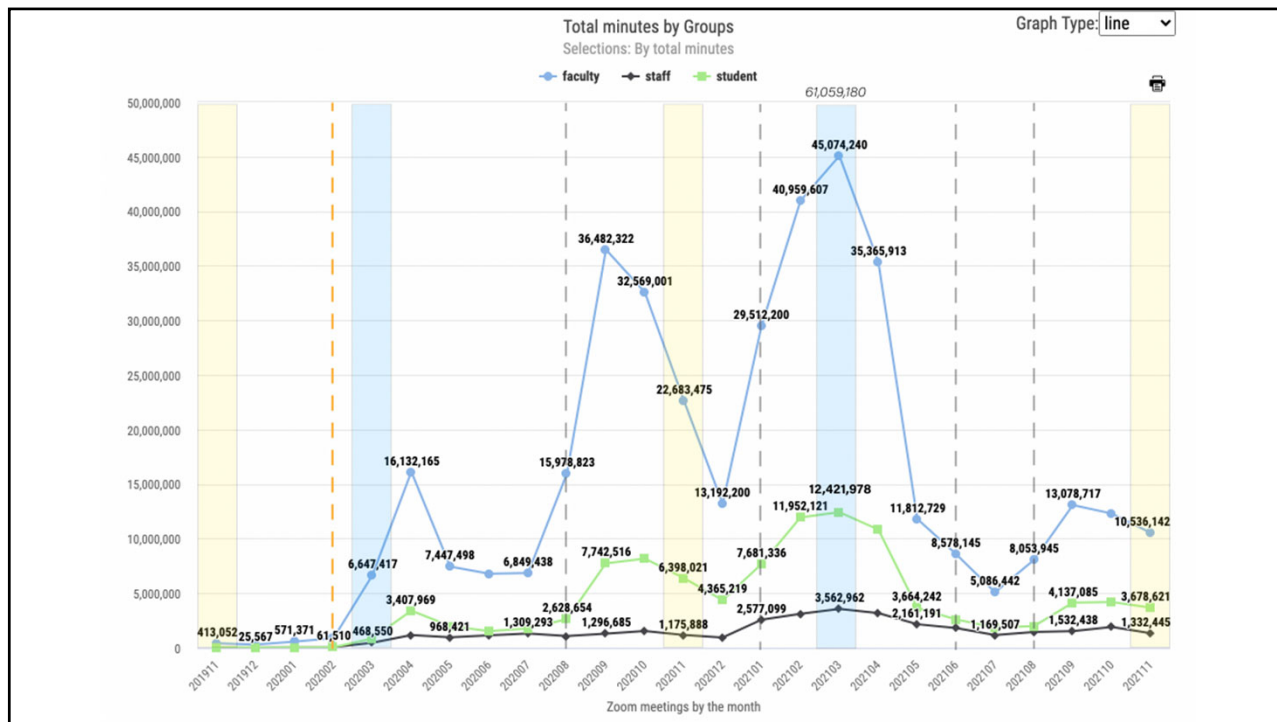
HIPAA Zoom

132: Active user accounts
250: Average hours per day

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Digital Learning Environments



sassafRAS



CANVAS



Apporto



**VIRGINIA
CYBER RANGE**

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Course Design & Development

The screenshot shows the top section of the Virginia Tech TLOS website. The header includes the Virginia Tech logo, the text 'TECHNOLOGY-ENHANCED LEARNING AND ONLINE STRATEGIES', and 'Division of Information Technology'. A search bar is located on the right. Below the header is a navigation menu with 'LEARN', 'REQUEST', 'PARTNER', 'SUPPORT', and 'ABOUT'. The main content area is titled 'COVID-19 Support' and is divided into three columns:

- GET IMMEDIATE HELP**
 - > Schedule a Consultation
 - > Request Captioning
 - > Submit a Help Ticket
 - > Contact us at tlos@vt.edu
- PREPARE TO TEACH ONLINE**
 - > Attend a Training Workshop
 - > Connect with a Continuity Partner
 - > Join the Discussion on Our Canvas Site
 - > Make Accessible Course Content
- REVIEW ONLINE RESOURCES**
 - > Moving Your Course Online
 - > Self-Paced Video Tutorials
 - > Additional University Resources

CONTINUITY OF INSTRUCTION

HOW TO KEEP TEACHING WHEN YOU CAN'T MEET IN PERSON.

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Course Design & Development

The screenshot shows a document titled 'Online Teaching Support in Response to COVID-19'. The document content includes:

- VT INFORMATION TECHNOLOGY TECHNOLOGY-ENHANCED LEARNING AND ONLINE STRATEGIES VIRGINIA TECH.**
- Online Teaching Support in Response to COVID-19**
- Note:** This page will be updated frequently as new information becomes available.
- Get Immediate Help**
- TLOS employees are available to answer your questions, help solve technical problems, and provide support for your course. Choose the approach that works best for you with other Virginia Tech offices. Choose the approach that works best for you.

There are three columns of options:

- JOIN OUR VIRTUAL OFFICE HOURS**
 - How to Connect:** [Zoom](#)
 - Hours:** M-F, 9:00-4:00
 - Call in via Zoom anytime during our office hours to be connected with a TLOS consultant or Continuity Partner.
- VISIT US IN PERSON**
 - Location:** 1140 Torgersen Hall
 - Phone:** (540) 231-4826
 - Hours:** M-F, 9:00-4:00
 - Consultants are available to review new course materials or activities, explore possible solutions, and provide technical support. If you are experiencing a problem, please contact the TLOS Helpdesk at [tlos@vt.edu](#) or [tlos@vt.edu](#).
- SUBMIT A HELP TICKET**
 - If you are experiencing a problem, please contact the TLOS Helpdesk at [tlos@vt.edu](#) or [tlos@vt.edu](#).

An inset window shows the TLOS website with the following content:

- Canvas C.O.R.E.: Critical Online Readiness Elements**
- Take these five small steps to improve your Canvas course site:
- 1. Use the Course Gradebook.**
The Gradebook helps students see how they are progressing in your course. [Learn more about the Gradebook.](#)
- 2. Communicate Regularly.**
Canvas provides several tools for keeping your students informed about upcoming assignments, announcing changes to the syllabus, and allowing your student to contact you with questions. [Learn more about Canvas communication.](#)
- SCHEDULE AN APPOINTMENT WITH A TLOS CONSULTANT**

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Course Design & Development

“Depth of Use” (DOU)

- Canvas use of a course taxonomized* - low, medium, high
- Made up of nine Canvas use signals
 - announcements, syllabus, files, quizzes (delivery, submission), assignments (delivery, submission), gradebook, discussion groups
- Each dimension is assigned a low, medium, or high
 - for instance, announcements can be low (none), medium (placeholders or housekeeping), or high (at least one per week or per course instrument)

*Taha Hassan, Bob Edmison, Larry Cox, Matt Louvet, Daron Williams, and D. Scott McCrickard. "Depth of Use: An Empirical Framework to Help Faculty Gauge the Relative Impact of Learning Management System Tools." In *Proceedings of the 2020 ACM Conference on Innovation and Technology in Computer Science Education (ITICSE'20)*, 2020.

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Course Design & Development

Depth of Use Changes During Spring 2020

- Nearly 50% gain in high DOU courses after transition to remote teaching

DOU	Before transition to remote teaching	After transition to remote teaching	% Change
Low	3932	3667	-6.49%
Medium	2365	2288	-3.26%
High	673	1004	+49.18%

- Announcements, quizzes, and assignments see gains in DOU
- Placeholder discussion groups beat gains in meaningful use (medium DOU gain > high DOU gain)

DOU	Announcements	Discussions	Files	Syllabus	Assignment Delivery	Assignment Submission	Quiz Delivery	Quiz Submission	Gradebook
Low	-7%	-9%	-4%	-1%	-13%	-54%	+20%	-28%	-4%
Medium	-23%	+63%	-	-0.7%	-4%	+12%	+27%	-	-
High	+44%	+40%	+6%	+2%	+15%	+24%	+30%	+36%	6%

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Universal Design for Learning

Accessibility
Brown Bag
Lunches

→

IAAP
Certification
"Grants"

→

Accessibility
Network

Certified Professional in Accessibility Core Competencies (CPACC)
 (70 people passed)
 24 were in the Division of IT
 46 were from other units in the University

Web Accessibility Specialist (WAS)
 (17 people passed)
 4 were in the Division of IT
 13 were from other units in the University

Led by:

- Mark Nichols
- Christa Miller
- Rob Fentress

"VT has the largest institutionally supported program for study, awareness, education, and certification of any Higher Education institution along with having the most WAS certifications."

Samantha Evans
 (Certification Manager at IAAP)
 February of 2021

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	Digital Learning Environments	Course Design & Development	Faculty Digital Fluency	Universal Design for Learning
Pre-Pandemic	Video for Instruction	Instructional Continuity	PDN Partnerships	Accessibility Network
Crisis Mode	Virtual Computer Labs	Canvas + Zoom CORE	Continuity Partners	Ally + Captioning
What's Next?	Hybrid Models and Standards	Online/Flexible Course "Engine"	Thematic Working Groups	UDL Journey

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Thank you!

VIRGINIA TECH.

University Council Votes
December 6, 2021

Name	Do you approve the December 6, 2021, University Council agenda?	Do you approve Resolution CUS 2021-22A?	Do you approve Resolution CFA 2021-22A?	Do you approve Resolution CUSP 2021-22B?	Do you approve Resolution CUSP 2021-22C?	Do you approve Resolution CUSP 2021-22D?	Do you approve Resolution CUSP 2021-22E?
Paul Morton	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Aimee Surprenant	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Melissa Chase	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kim O'Rourke	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lynsay Belshe	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tamarah Smith	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Charlene Casamento	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Alice Fox	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Jeffrey Alwang	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Patty Raun	Yes	Yes	Yes	No response	No response	No response	No response
Robert Weiss	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Carla Finkielstein	Yes	No	Yes	Yes	Yes	Yes	Yes
Paul Winistorfer	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Dan Givens	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Robert Sumichrast	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Evan Lavender-Smith	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Janice Austin	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Chris Kiwus	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Sue Teel	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Ken Miller	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Matthew Flores	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Gabriela McCollum	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lee Learman	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Scott Midkiff	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rosemary Blieszner	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tyler Walters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kelly Oaks	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Inga Haugen	Yes	Yes	No response	Yes	Yes	Yes	Yes
Robin Queen	Yes	Yes	Yes	Yes	Yes	Yes	Yes
David Tegarden	Yes	Yes	Yes	Yes	Yes	Yes	Yes

