

Minutes for the Faculty Senate Meeting

January 25, 2017

Meeting called to order at 2:00 PM by President Margaret Gnoinska.

Members present: Brittany Armstrong, Joel Campbell, Sherrionda Crawford, Tonya Conner, George Crowley, Dianne Eppler, Trey Fitch, Margaret Gnoinska, William Heisler, Jeffrey Ickes, Byrd Jennings, John Jinright, Kelly Johnson, Jacqueline Jones, Robert Kruckeberg, Gary Manfready, Dabney McKenzie, Paige Paquette, Jeff Simpson, Michael Slobodchikoff, Michael Stewart, Jonathan Taylor, Joe Teng, and Zhiyong Wang.

Members absent: Catherine Allard (no notice) and Gina Mariano (no notice)

Others present: Dr. Greg Price, Dr. Glynn Cavin, Kim Shaver, and Dr. Earl Ingram

Guest Speakers: Dr. Price, Dr. Cavin, and Kim Shaver

Dr. Greg Price, Chief Technology Officer

- I. The biggest enhancement for faculty is the move to Microsoft 365. Prior to the move, Microsoft 365 was reviewed by many of TROY's faculty and staff.
 - a. Microsoft 365 is more than email. There are 31 additional modules available.
 - i. A collaborative tool for use in classes and groups. (Yammer)
 - ii. An online storage component (One Drop) which will hold 5 TB of information for each TROY employee. It offers great mobility and flexibility. There is also a collaborative component which allows for shared files and editing in real time.
 - iii. A Skype component that can serve multiple uses.
 - b. Training for Microsoft 365 is available. It is offered every two weeks in class and also via web ex live. There is an online tool and also a knowledge center.
 - c. Microsoft offers over 400 modules. The available modules are based on a survey sent to faculty and staff. Feedback is very important. There are opportunities to access other modules. Contact IT if you are interested.
 - d. Positive responses on surveys show that the students are pleased with Microsoft 365. Now, alumni and retirees may maintain their email access after leaving TROY.
 - e. The faculty is granted 5 free copies of Microsoft 365.
 - f. Dr. Teng asked why Microsoft 365 looks different to some users and the files are harder to access. Dr. Price responded by explaining it is a browser issue. Microsoft Edge is Microsoft 365's preferred browser. It may look different on other browsers.
- II. There will be four major IT projects in the upcoming year.
 - a. IT will deploy Windows 10 on all computers.
 - i. All computers in the labs on the Troy campus already have Windows 10.
 - ii. Next week, deployment begins with employees.
 - iii. Each employee has a scheduled time for the update. The update will take place at night, and then will deploy with the next sign-in. It should take approximately 9 weeks to update all computers.
 - iv. Approximately 3200 TROY employees have completed the Windows 10 training.
 - v. Windows 10 is very similar to Windows 7. This is the last deployment of Windows. After this version, Windows will provide enhancements.
 - vi. This upgrade allows IT to fully encrypt all TROY devices.
 - b. There have been/will be communications about passwords.

- i. Although it is convenient for TROY users to have a single sign-on, it can also be very dangerous.
 - ii. The Federal Government requires passwords be changed every 90 days. TROY has been getting an exception. The U.S. Justice Department requires password changes once a year. There may be a time when we no longer get the exception.
 - c. Another project pertains to academic computing network.
 - i. Because our network covers at least 17 time zones, we must follow the most stringent security policies.
 - ii. It is sometimes difficult for faculty to gain access to the research.
 - iii. IT has tested a network that would run parallel to our current one which would give faculty members unfiltered access to research information. Put in an IT helpdesk ticket to find out more information.
 - d. Web content is always a challenge because it is a “living, breathing organism.”
 - i. There are two main TROY websites.
 - ii. Marketing uses www.troy.edu which is run by a third party.
 - iii. IT manages www.trojan.troy.edu as well as others.
 - iv. IT is discussing creating independent websites for each college. The deans will request updated content.
 - v. There is also a career tool for students and alumni which help them be more career ready. The programs of study are mirrored with the career paths, participants will see where the jobs are located, and they will know how much money they should make.
- III. There were many questions and comments for Dr. Price.
 - a. Dr. Slobodchikoff asked for more information about accessing the academic computing network. Dr. Price explained there is a dropdown option on the IT helpdesk ticket. The deans will approve or deny requests to use the network.
 - b. Dr. Gnoinska asked about the advantages and disadvantages to having this system of two TROY websites. Dr. Price agreed with senators that it is confusing to have the two sites; however, he explained that many universities in our region have a separate marketing site. Dr. Ingram suggested there are two perspectives about the websites. Yes, one website might be easier; however, prospective students and parents only need certain information. It needs to be clear and concise. Faculty, staff, and current students may need more detailed information. Dr. Ingram also recommended that the Faculty Senate invite Donna Schubert from marketing and communications to share the factors that led to using this current website system.
 - c. Dr. Jones expressed her appreciation for One Drive because she lost documents; however, tests and Power Points were on One Drive.
 - d. Dr. Wang asked Dr. Price who is responsible for classroom technology issues. Dr. Price said that IT is not in charge of all of the technology on campus. The IT website tells who is responsible for each classroom on campus. Dr. Wang shared that there are problems with some classrooms where technology is working and then later it doesn't. Dr. Gnoinska asked if professors know who to call for help. Dr. Wang suggested they call their college secretary, and the dean will put in a helpdesk ticket. Dr. Price proposed the possibility of placing a document in the classrooms with contact information. He also stated that IT tries to make sweeps in their buildings every 2 hours to assure equipment is functioning properly. Dr. Price also shared that IT is responsible for the technology on other campuses.

- e. Dr. Slobodchikoff asked if IT could provide help with software that is not provided through the university. Dr. Price said that faculty should check with IT in those situations.
- f. Dr. Manfready mentioned the issue with computers signing out while instructors are teaching a class. While everyone appreciates the security, it is difficult when using the computer for instruction. Dr. Price said that computers are set to time out after 15 minutes. He suggested that faculty carry a wireless mouse/pointer in their pocket to keep the computer from timing out.
- g. Dr. Teng thanked Dr. Price for adding We Chat and Whats App to the network because it helps with international students. Dr. Price said the State of Alabama had a block on those apps, and Troy went through a legislative subcommittee to remove the block.
- h. Dr. Teng also asked if Microsoft 365 works in China; he mentioned that Google does not work there.
- i. Dr. Gnoinska shared how several faculty members asked if there was any way to get NetFlix back on campus. Dr. Price said that using NetFlix on a campus-wide scale is a legal issue.

Dr. Glynn Cavin, Associate Vice Chancellor for Troy Online

Kim Shaver, Director of Educational Technology

- I. Dr. Cavin announced that TROY has decided to leave Blackboard and move to the Canvas Learning Management System. As he had explained to the Chancellor, Blackboard failed us in technology, customer service, and price. Many of the competitors had significantly lower prices, but Blackboard would not budge on their quote.
- II. Ms. Shaver shared a Power Point slide show with the Faculty Senate. She thanked the LMS committee for working with her during this time. Bill Heisler, Dana McDaniel, Dionne Rosser-Mims, Jennings Bird, Carla Gallahan, and Teresa Johnson served on the committee.
- III. Ms. Shaver said that the educational technology team had known for 3 years that Blackboard was upgrading. Although Blackboard said that users did not have to upgrade, the LMS providers left TROY with no choice except to leave.
- IV. Canvas is more innovative and further along than Blackboard.
 - a. Canvas has 2000 customers; 800 of them are former Blackboard customers.
 - b. Canvas predicts it will take faculty 6-8 hours to learn their LMS system, and it will probably take students about 30 minutes.
 - c. Canvas has many apps to add to courses, instructions on using the various tools, and explanation on how the tools blend in with Bloom's Taxonomy.
 - d. Ms. Shaver shared the educational technology team's plan for migration.
 - i. Courses designed since 2014 should migrate to Canvas.
 - ii. Educational Technology and Instructional Design staff will work with instructors one-on-one to design courses.
 - iii. The content management information will be moved over.
 - iv. There will be a major clean-up of unnecessary courses.
 - v. Developmental shells will not be brought over to Canvas. They can be exported from Blackboard.

- vi. As for a timeline, tentatively, Canvas will be on campus for two weeks in February to get the LMS started. It is possible that shells can be ready in Term 5 and Term 1.
- e. Dr. Teng asked if there would be a similar requirement for instructor training and certification for Canvas? Dr. Cavin said all new instructors coming into TROY will have to complete training on the new LMS.
- f. Dr. Cavin explained more about the Canvas transfer. There will be a kickoff meeting with the company. The key to training everyone to be comfortable with the new LMS.
 - i. Canvas has given TROY unlimited access to their faculty training information.
 - ii. Canvas will provide 24/7 faculty support.
 - iii. TROY's plan is to pilot courses in Term 5 and to move everyone to Canvas by Term 1.
 - iv. It is the dean's decision for the migration plan. If faculty members would like to volunteer to be part of the pilot, they should contact the dean.
 - v. The migration will be by college.
- g. Ms. Shaver stated that the students will be notified about Canvas and given access to resources to enable them to make the move.
- h. Dr. Cavin listed Northwestern and Colorado State as two universities using Canvas. TROY will have access to a Canvas community website to see what other users are doing in their courses.
- i. Dr. Cavin and Ms. Shaver highlighted several positive aspects of Canvas.
 - i. There is a drag and drop feature.
 - ii. It will not be difficult to move existing Blackboard courses to Canvas.
 - iii. Canvas has unlimited data storage capability.
 - iv. There will not be times when Canvas will be unavailable. All updates happen without shutting down the system. Dr. Teng mentioned that when he was in Vietnam, he was still teaching a course, but Blackboard shut down for the Christmas holiday here.
 - v. Canvas works well with Social Media outlets.
 - vi. Canvas controls time zones.
- j. Dr. Price provided a word of caution about the integration of social media. He recommended that faculty make new accounts to use with their students. Do not use personal accounts. One example he gave is the liability because of TROY's ACCELERATE program having students under the age of 18. Dr. Price also recommended using UTC time because TROY operates in 17 different time zones.
- k. Dr. McKenzie asked how soon instructors will be able to have access to Canvas to start preparing courses. Dr. Cavin said that the plan is to give access by March 1st. Dr. McKenzie then asked how adjuncts will gain access to Canvas. She stated that new hires will need access as soon as possible. Dr. Cavin said once Canvas is up and running, it will be available to all faculty.

Committee Reports

- I. **Executive Committee**-Dr. Gnoinska
 - a. We are still analyzing the data from the faculty survey. The executive committee takes the feedback from the survey very seriously, and it will be considered in future steps to make the university better.
 - b. We are also still discussing the ways to ensure students who apply to the graduate programs have the right to waive letters of recommendation.

- II. **Committee on Committees-** Dr. Slobodchikoff
 - a. The Graduate Council met and decided the MPA will not have specialized accreditation.
 - b. The Undergraduate Council created a new major/minor in Applied Science.
 - c. Several departments are forming committees to look at accelerated graduate programs.
 - d. The Chancellors Fellows are designing a survey for OER. Dr. Rosser-Mims would like to address the Faculty Senate.
- III. **Elections Committee-** Dr. Paquette
 - a. Elections will be coming up in the Spring.
 - b. Make sure to encourage others to run, especially junior faculty members.
 - c. There are many positions open this year.
- IV. **Academic Affairs Committee-** Dr. Heisler
 - a. We are continuing the work on the student waiver for viewing faculty recommendations for graduate school.
 - b. We will also be following up on development of the protocol for obtaining student data for faculty research.
- V. **Faculty Welfare Committee-** Dr. Jinright- No report
- VI. **Educational Technology Committee-** Dr. Wang- No report
- VII. **Ad Hoc Students Appreciation Day Committee-** Dr. Conner
 - a. The planning and preparation is well under way for our next annual Student Appreciation Day to be held on Wednesday, April 5. Dr. Conner sent out a request for all Student Appreciation Day Committee members to meet next week to collaborate. She also contacted many essential faculty and staff members to help again this year.
 - b. Faith Ward from Alumni Affairs has agreed to donate 10 gift cards at \$100 each for the essay winners along with a free one-year membership to the Alumni Association.
 - c. Aliza McGee from Barnes and Nobles is also donating 10 gift cards at \$100 each for the essay winners and a 25% discount code for ALL students.
 - d. Greg Price and Mike Foster will be helping with our IT needs, and Jane Martin from Marketing has set up the banner request to be run on the website.
 - e. We will request a "Save the Date" to go out mid-February to inform all students, faculty, and staff of the April 5 date and the essay contest. The theme for the essay is "Making a Difference".
 - f. The Chancellor is also providing a "Thank You" video addressing all students available on April 5 through the website.
 - g. Dr. Conner is asking every senator to share this date with colleagues and inform students during your classes.
 - h. If you are interested in volunteering to help score the essay winners at the end of March, please contact Dr. Conner.
 - i. We have several committee members that will serve as the "point of contact" for the various campuses. Dr. Conner in the process of confirmation before sending the list out. Various activities, food, games, prizes, etc. will be offered at individual sites. In addition, Dr. Conner has reached out for contact information on site directors and Trojan Café' for online student support. We are looking forward to another successful event.

College and Campus Committee Reports

- I. **Dothan**- No report
- II. **Global Campus**- Dr. Fitch
 - a. The Global Campus faculty members are excited to announce that the counseling program has officially renewed accreditation for two years. Future accreditation depends on meeting the requirements for the number of full time faculty members, so we encourage the administration to meet these obligations as quickly as possible.
 - b. The review team praised faculty, staff, and students in the program for meeting or exceeding standards in most areas.
- III. **Montgomery**- Dr. Taylor- No report
- IV. **Phenix City**- Dr. Crawford
 - a. The Phenix City Campus held its first Induction ceremony for the Zeta Omicron co-chapter of Delta Mu Delta on January 19th.
 - b. The Troy University Criminal Justice Department will host a Gang Seminar for Law Enforcement Officers (room 213) from 7:30am - 5:00pm on January 27th.
 - c. Dr. Brenda Coley, TROY alumna and superintendent of Russell County Schools, will deliver the keynote address to TROY graduates on Friday, during a joint fall commencement ceremony for the Phenix City Campus and the Columbus/Fort Benning Site. The ceremony will be held at 7 p.m. (EST) at the Columbus Convention and Trade Center.
 - d. The Annual Fund Campaign Our kick-off is Wednesday (31 Jan) from 1:00-4:00 in Rm 213 at the Riverfront Campus. Our Campus supports two major donation-based campaigns each year, the United Way is one of them and the Troy Annual fund is the other.
 - e. There will be an OPEN House: College Affordability Day (101, Lobby, Student Lounge and 301) from 5:30pm - 8:30pm; it is designed to help prospective students learn more about scholarships, financial aid and other ways to make college more affordable.
 - f. The next town hall meeting with Dr. Earl Ingram is March 15th from 2:00-4:00 PM in the Riverfront building room 213.
- V. **Troy**- Dr Johnson (provided by Olivia Melton, SGA representative)
 - a. The new recreation building will take up one of the student parking areas, so another parking area needs to be developed to compensate for building.
 - b. The Transit App for students to download allows students to follow bus schedules.
 - c. Representatives will be coming to campus to offer prep classes for Kaplan MCAT and GRE tests.
 - d. The Chinese New Year will be celebrated on Jan 27th in the TC Ballroom beginning at 5:30pm. Tickets are on sale for the event, Non student \$15, Student \$10.
- VI. **Old Business**- None
- VII. **New Business**- Dr. Gnoinska asked Jeff Simpson to share about updates for the library.
 - a. The library is now open Sunday-Wednesday until 2 a.m.

- b. There is now a coffee and hot chocolate machine in the library.
- c. There are two areas that will be new study rooms. There will be 8 study rooms total. Faculty are also welcome to use the study rooms.
- d. The number of people using the library has gone up. December recorded the highest number of users to date.

No other topics were introduced during the meeting. It was adjourned at 3:49.