

**College of Education Senate
Meeting Minutes
Via Zoom**

April 22, 2022, 930-1100 am EDT, 630-800 am PDT

Present: Doug, Andrea, Saxon, Peter, Jennifer, Zeena, Jessica, Bryant, Gulnoza, Jing, Sarah, Ron, David

Guests: Steve Pragel, Samuel Porter, Joe Gridley

1. Welcome
2. Qualtrics and GeolP data (Steiner, Pragel, DIT)
 - a. Please review the issue and preliminary guidance [by clicking here](#).
 - b. Steiner ran into the issue with Qualtrics collecting GeolP. It can share where faculty are voting from, relationships between others, is this PII? Not too easy to switch off in Qualtrics. Took his concern to Steve in ETS. DIT is investigating options/explanations. Do we want to inform college members about the potential that information is collected? Do we need staff training associated with it? Promotes transparency.
 - c. Pragel appreciates this being brought to his attention. Asked DIT to discuss policy and risk assessment.
 - i. Information collected is IP address, provided by your ISP. Previously, IP was unique to you—on campus, connected to your jack. Now, we utilize dynamic IP. Steve has shared guidelines. DIT working on Knowledge Base article.
 1. Qualtrics only collects IP if you have not anonymized your data.
 2. Not very precise. Country-99%; region-city/ZIP code-50-85% accurate. Using VPN for all traffic will show that area.
 - ii. Guidelines: only collect the data you need and disclose the data you collect.
 - iii. Mitigation: if you have not anonymized your data, it is collected.
 - iv. Updates being incorporated into ETS training, but it is not required training.
 - d. Joe Gridley: Chief Privacy Officer at UMD. Privacy principles run into third party issues. Would be nice to disable it by default in Qualtrics. Not going to happen. Need to implement a workaround.
 - e. Samuel Porter: working on document pulling together many Qualtrics resources on what default data is collected. Lays out steps to get rid of that data as much as possible. Stops various default collecting purposes. May want to enable some other components leveraging authentication methods-CAS login, etc. May be some learning curve, but likely only 6 clicks/minimal typing.
 - f. For voting, the anonymize feature is ideal. Will show who from the list has voted but removes the connection between an individual and their vote.

- g. No questions. Will make sure and share this information.
 - h. Thanks to our presenters.
 - i. Are there IRB implications?
 - j. Important concern: that people know about it. Qualtrics is used for different purposes. Want to make sure everyone is aware.
3. New College of Education Dean Search
- a. Doug: appreciative of those who could participate in Senate time with the candidate. Schedule was dynamic with information coming from the Provost's Office.
 - b. 1st candidate: Kimberly Griffin.
 - c. Doug asked about the candidate's view regarding shared governance.
 - d. We utilized the full time.
 - e. Please consider constituencies, role of the college, etc.
 - f. Brief overview of topics addressed.
 - g. Do questions need to be the same for all candidates? The process can be more organic.
 - h. Encouraged to attend open forums as well.
 - i. Doug anticipates one additional internal candidate and two external candidates.
 - j. Update on TLPL chair search? One candidate coming to campus. Viewing more as recruitment than an interview.
4. Benjamin Renovations: Displaying Artwork & Student Mural (Parker, Walker, Stapleton)
- a. Idea of mural in the new space on the first floor.
 - b. Open to a mural, but it might not be until next fall.
 - c. Margaret previously started an initiative to bring K-12 student artwork to Benjamin.
 - d. Hope Senate will continue to monitor.
5. 2021-2022 Schedule (Lombardi)
- a. Awards/End of Year Celebration, May 13, 2022, 1100 am - 100 pm
 - i. Please complete the review by May 2.
 - ii. Plan for creation of FAQs document for next week.
 - iii. Andrea to create google form and add RSVP information. Doug to work with Maria to send.
 - iv. Will need help setting up some chairs. Timing info to follow.
 - v. Doug will start the ceremony at 11:15. Anticipate 30 minutes.
 - 1. Tentative agenda
 - a. Gathering (1100-1115)
 - b. Welcome and awards presentation (1115-1145)
 - c. Lunch and socializing (1145-100)
 - vi. Then, lunch and socializing.
 - vii. Please make sure you've captured all committee work and lessons learned for those taking over next year.
 - viii. Sustainability committee has event coming up today in the Cole-side lobby
6. Senators broke into committees to continue their work