**ASSETT Advisory Board Meeting**

September 16, 2020 | 8:30-10:00am | ZOOM

**Meeting goals**

**Roles**

* Minute-taker (Cheryl)
* Timekeeper (Mark)
* In Attendance:
* Mark Werner
* Janet Casagrand
* Nathaniel Bala
* Aisha Jackson
* Beth Osnes
* David Brown
* Jen Walentas Lewon
* Kavya Kannan
* Kira Hall
* Leila Gomez
* Sebastian K. Schmidt

**Agenda**

**8:30 to 8:35 — Settle in** (5 mins.)  (Mark and Janet)  
As folks join into the meeting, we have an interesting discussion(s) of how everyone is doing with remote/hybrid teaching situations. Beth shares her experiences of living on The Hill and seeing student activity.

**8:35 to 9:05 — Introductions of the board members.** (Mark and Janet)

Individuals introduce themselves and tell a little bit about what they do on campus.

**9:05 to 9:10 — Approval of the minutes** (Janet)

There is a question regarding the budget approval from last meeting.

David shares that there are questions regarding the overall campus budget and how that may affect the budget now for ASSETT. It seems that the units on campus are not being asked to give up 5% as was previously indicated. With that awareness, there will be a reassessment of the budget in January/February 2021. Much of the budget depends on student enrollment and tuition dollars coming to campus. When those numbers are more concrete, we are aware that units may be asked to make further cuts. The budget for ASSESS is not as impacted due to our Gift Fund status. Mark shares that he has developed some scenarios incase a 5% cut is made specifically ASSETT.

The past enrollment drop of 12% with freshmen that may impact our future budget.

Further Discussion:

As suggested amendments were made to the names and affiliations of the attendees: Beth moves to approve; David seconds; vote is taken, and the minutes are approved.

**9:10 to 9:30 — Overview of the role the board plays.** (Mark)

* [By laws](https://drive.google.com/file/d/19Mqs0prFTL0erOfFtJH6dWW7bKppUmZC/view?usp=sharing).
  + The purpose of the meetings shall be for the Board, the ASSETT Faculty Advisor, and the OIT management team to discuss the current state of and future visions for ASSETT.
  + The ASSETT Faculty Advisor shall present the status of ASSETT programs and events.
  + The March meeting will include a budget presentation from OIT and budget planning for the next academic year.
  + New approaches to enhancing and improving the activities of ASSETT shall be considered at each meeting.

Mark reviews the role of the board covering the purpose of upcoming meetings and reviews the request that is made to board members.

Our winter meeting is becoming an opportunity for ASSETT staff to attend and interact with the board members.

The length of Faculty participation is for two years. Students will participate as long as they are able. Mark thanks Nathaniel for his service for the extended period.

Mark asks if all feel comfortable with their role. There are no concerns noted from board members.

**9:30 to 9:55 —** [**Work ASSETT has done to prepare Faculty and Students for the fall**](https://docs.google.com/presentation/d/1ciK1dQoCtHjmcn0OdepKWI0mHdxLHW5MRxBkqsbu4xo/edit?usp=sharing)

* Feedback?
* Guidance on what we should continue and what should we change?

Mark shares his PowerPoint presentation of what ASSETT did over the 2020 Summer months

* + Workshops – strategic [Course Design for Flexible Teaching](https://www.colorado.edu/assett/course-design)
    - Participants of the Workshops have provided very positive feedback and there have been productive outcomes.
  + COVID-19 Resources: [Instruction Modes & Technology Mapping](https://oit.colorado.edu/covid-19-resources/instruction-modes-technology-mapping) – when teaching Hybrid or Remote Learning helping to lead faculty in areas of teaching that are new.
  + ASSETT Fee – and how it is used to benefit students
  + [SKO Together Challenge](https://www.colorado.edu/urop/2020/07/14/join-sko-together-challenge-help-recreate-campus-life-cu-boulder) (with RIO): provides support for meaningful connections. 50 students shared 20 ideas. The top 3 were hired for the Fall 2020 semester to implement their projects.
  + Resilience: Innovation and Resilience Conversation Series
    - [Innovation Incubator Update from August 2020](https://www.colorado.edu/assett/2020/08/21/innovation-incubator-update-august-2020): The groups were a little more quiet over the summer. However the Data Science Team was very active and submitted an NSF IUSE Grant Proposal.
    - Beth shares how exciting it is to have students active with faculty
  + Consultations: 40 individual consultations with faculty on how to prepare classes.

Communication:

The [ASSETT Newsletter](https://www.colorado.edu/assett/news-events/newsletters) for August 2020 has gone out.

Data Gathering and Analysis:

Surveys Student Experience in the Research University-Analysis of two written response questions. ASSETT Faculty and Student Survey Development. Civitas – predicts who might be a risk for low performance. If some students are flagged then there is outreach to help with persisting.

Tools:

Syllabus Server retired as a security risk. There is still the opportunity to get the syllabus through a manual process behind the scenes. Some work still happening to write code and have it automated for the Spring 2021 Semester.

Kudos were shared for the Course Design workshop: Reported satisfaction was exceptionally high with 9 of survey participants (N=76) rating the workshops as “excellent” or “good”.

Sebastian gives complements back to Mark for “thinking of everything”. There is concern though that student feedback contained the fact that attending 100% remotely is very daunting. Nathaniel shared his idea for student remote dinners and the idea of letting students come up with new venture challenges.

Kudos to Mark and his team for making it happen. Sebastian encourages more brainstorming – students are not happy to pay the high tuition dollar if they are not having a full student experience.

Kavya shares that ASSETT can be an excellent resource for students who are still struggling with the heavy tech environment. When the resources are available the experience is enhanced. She asks what was the outreach for letting faculty/students know that the tools were and are still available? Mark confirms that reaching happened via emails, and through our website. Mark asks the board for suggestion to enhance/improve communication. The question was raised: Did we see any trends with faculty who participated? Yes, Mark has the data from 40 different departments. Kavya asks for further data to be shared with the group.

David suggests also having communication in the CU Today. The interaction of “More than Ramen” is an example of support that needs more communication. In the years to come - even if we return to in person learning – we should continue to challenge ourselves with communication to students. There is some concern with the level of recurrence for the communication.

Mark encourages everyone to share downstream that the [Buffs Create](https://www.colorado.edu/assett/buffscreate) is still happening. Beth encourages faculty to include these technical experiences to their FERPA line.

Blair and JC to meet with Sebastian as thought partners along the possibility of adding a way for ASSETT to contribute the ATCC Action team. There a new role of career building activities – how do we help students find jobs while working primarily online? Virtual industry nights or something like that?

Mark suggests that Beth and Joy work together recognizing that departments are trying to be more inclusive and more diverse. For example, when you do hybrid teaching you are also increasing access for students who may have an hour commute that wouldn’t be able to attend in person. There is an inspiring effort to link technology that allow an increase in our ability to artifact and serve students from more diverse backgrounds. There should be some communication with departments and put it into the mix that the achievement of diversity/inclusiveness/decolonizing.

Jen in concerned regarding the fact that communication is always a challenge. The email overload is a real issue and challenges to think of ways we take the challenge of addressing this overload and support getting content to students who won’t get it any other ways. Is there a way to package our programs on a smaller scale using the SKO Buffs platform? Mystery dinner party kit? Even connecting with faculty peers needs some community building/support.

Working with the Center for Teaching and Learning: There has been some request for regular meetings. In October 2020 we will be meeting to formalize a new partnership with a more systematic relationship. Mark will have more information to share/update at our next meeting in January.

Contact Information:  
Team Email (including the grad students) = [Oit-dl-assett-staff@colorado.edu](mailto:Oit-dl-assett-staff@colorado.edu)

**9:55  Adjourn**

**Next Meeting:** January 6, 2021 | 8:30-10:00am | ZOOM link to be sent

**Cop of Chat saved from the meeting:**  
08:39:46 From Beth Osnes : And in guiding departments in identifying learning goals and assessment

08:40:28 From Beth Osnes: And evolving past FCQs, which are so biased, in assessing excellent teaching!!!

09:09:18 From Beth Osnes: So important for well-being!

09:10:53 From Leila Gomez: thanks Mark, thanks everyone. So glad to see you all!

09:17:45 From Jen Walentas Lewon: I am going to do the asynchronous course this fall!

09:21:50 From Beth Osnes: It is not our fault, but it is our responsibility to adapt!

09:22:13 From Sebastian K. Schmidt: I agree…

09:24:20 From Nathaniel Bala: these are great questions

09:28:11 From Nathaniel Bala: I have to head out, thank you all so much! This was such a great meeting!

09:43:27 From Beth Osnes: Group Joke-a-thons!! I did one with my siblings!

09:48:22 From Mark Werner (he/him/his): Oit-dl-assett-staff@colorado.edu

09:51:12 From Beth Osnes: Proposing stories to Communications too!