REPLACED: Access to University Supported Course Content Management System (currently Canvas) 10/2015

As of 11/10/2015 this original request and resolution has been taken tabled entirely and replaced with a resolution (voted and approved by senate on 11/10/15) to create an ad hoc subcommittee that will review the chair access to course shells situation and report back to senate on a future date.

Whereas when the Canvas content management system was implemented at UVU in 2012, faculty had the ability to add individuals to the system on their own via a default setting although this was not a setting intentionally established by academic information technology; and

whereas in January/February 2015 it was discovered that Canvas had this default setting that would allow anyone with an instructor role to add anyone to the course; and

whereas on the same date this setting was disabled in order to ensure the protection of sensitive student data and to bring our use of Canvas in line with existing FERPA and workload policies and procedures at UVU;

whereas on that same date a Canvas User Request Form and related Statement of Responsibility (FERPA) document was released athttp://www.uvu.edu/canvas/faculty/ to address user addition needs which is then received by the manager of Academic Enterprise Systems for implementation; and

whereas the above situation was communicated to all faculty via the Canvas alert system as can be seen on http://www.uvu.edu/tm/images/research/add-people-announcement.jpgand http://www.uvu.edu/tm/images/research/incomplete-grade-announcement.jpg; and

whereas in September of 2015 a detailed description of the rationale for above decision was given to all Deans for distribution in their departments [said document can be found at http://www.uvu.edu/tm/docs/canvas-addition-oversight-aac-distrib.docx];

Whereas a recommendation came in via the faculty senate questions/inquiries form at http://www.uvu.edu/facsenate/ from the Biology department via the department senator Dr. Robbins recommending the following:

- Department Chair should have default access to all dept faculty Canvas courses.
- Department Admin Asst should have access to at least e-mail list of all dept faculty Canvas courses.
- Instructors should be able to more easily allow colleague access for e.g., substitute teaching; and

whereas it was pointed out some reasons for aforementioned access is a) access to Canvas course material to investigate possible student plagiarism due to appeal of discipline recommendation or b) dept chair / dept admin asst to access Canvas to e-mail the course enrollees in event of e.g., class canceled due to instructor illness or accident or even c) instructor of record to easily authorize a colleague access in event of need for substitute teaching; and

whereas it would be in violation of standing laws, regulations, and policies as described in http://www.uvu.edu/tm/docs/canvas-addition-oversight-aac-distrib.docx for faculty add assistants, graders, or other faculty and thus cannot be a consideration; and

whereas the role of a department chair per policy 644 is "A department chair is a faculty member who has leadership and management duties within a department. As a faculty member, the chair represents the department to the rest of the University and is an advocate to the UVU administration for the needs of the department, its programs and projects, faculty, staff, and students."; and

whereas the department chair role does not have permission to add people to any courses in canvas themselves but is equivalent to a standard faculty role;

ORIGINAL: now, therefore, be it resolved that faculty senate discuss and vote on whether a Department Chair should be able to obtain department chair level access to any university supported online course content management system (currently Canvas) shell in their department with evidence or justification for said access and shall notify the faculty thereof

MODIFIED: now, therefore, be it resolved that faculty senate discuss and vote

on whether a department chair should be able to obtain access to the shell of any university supported online course content management system (currently Canvas) shell as well as to any related administrative systems (currently Banner) in his or herdepartment with evidence or justification for said accessas expressed on of the following three circumstances:

1) where the faculty member wants the chair to have access, upon which circumstance the faculty shall provide, in writing (email is acceptable), a request to Academic Information Technology for said access;

2) where the chair needs to act because the faculty member has become unable or unwilling to do so, upon which circumstance the chair must give evidence and justification for said access to the academic dean and obtain, in writing (email is acceptable), acceptance for said access; upon which time the affected faculty will receive notification when said access is granted by Academic Information Technology;

3) where there is a serious allegation that the chair needs to investigate, upon which circumstance the chair must give evidence and justification for said access to the academic dean and obtain, in writing (email is acceptable), acceptance for said access; upon which time access will be granted by Academic Information Technology. Faculty, in this specific case, will not be notified so no evidence or information can be destroyed or altered. That said, if the allegation moves forward in any manner, the affected faculty is permitted to write a statement of objection/clarification to the chair and academic dean and retains all standard legal rights that would apply in any or all other cases in review.

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Related resources:

- 09/15/2015 Canvas Addition Oversight AAC Distribution document via academic affairs (doc)
- 03/23/2015 Incomplete grade announcement via Canvas (jpg)
- 02/05/2015: Add people button communication via Canvas (jpg)