

**University of Washington
Faculty Council on Educational Technology
November 14, 2008
36 Gerberding Hall**

Meeting Synopsis

1. Approve Agenda
2. Approve minutes from October 13th 2008
3. Chair's Announcements
 - Past and future meetings with other faculty chairs (Luncheon 10/21, meeting on 11/17)
 - Correspondence with Phuong M. Nguyen, ASUW - Director of Faculty, Administration, and Academic Affairs
4. Open Announcements
5. Old Business
 - Discussion and approval of new Webcam Class C Legislation proposal
 - Discussion and approval of Questionnaire on plagiarism tools
 - Data Retention
6. New Business
 - Volunteers for FCET website
 - Date of next meeting

Chair Kaminsky called the meeting to order at 3:35pm.

1. Approve Agenda

The agenda was approved.

2. Approve minutes from the October 13, 2008, meeting.

The Council corrected and approved the minutes for the October 13, 2008 meeting.

3. Chair's announcements.

Chair Kaminsky reported on a recent lunch meeting of Faculty Council Chairs. This group meets for lunch twice a year to share issues of concern and possibly identify areas of overlap among the Councils. Research and data retention were among the issues discussed, and Kaminsky anticipates future opportunities for collaboration with the Faculty Councils on University Libraries and Research

Kaminsky also pointed out that the Associated Students of the University of Washington. (ASUW) wants to collaborate regarding their ideas on plagiarism. He is waiting to hear more from their Chair.

Finally, more information on the FCET webcam resolution has come to light, which will be discussed more in detail later on the agenda.

4. Open Announcements.

There were no announcements.

5. Old Business.

Discussion and approval of new Webcam Class C Legislation proposal

As noted under the Chair's Announcements above, the FCET resolution regarding Webcams was returned to the FCET for further consideration. Senate Executive Committee concerns centered on issues of legal responsibility for maintaining a webcam in public. Federal law concerning photography is fairly broad in that it allows anyone to take a photo of anyone or anything in a public space. State law narrows the field in some cases to stipulate that the camera cannot be concealed or of a predatory nature. Defining what is public vs. private space seems to be the issue. FCET must redraft the resolution so that what is legally permissible is clearly defined, and it needs to be made consistent with all rules regarding photography.

The Chair proposed that this was to be a working session and he strongly urged council members to assist in getting the wording of the resolution down so that it could be redistributed to the Senate Executive Committee (SEC) and put to a vote.

Kaminsky distributed the feedback from the SEC meeting on the webcam resolution. The findings were that there is no one law mandating state or federal webcam rules and usage. There are variations on the law, but nothing concrete. The press is interested in what happens to photographers, and the SEC made recommendations. The same type of governance is true for anyone publishing pictures anywhere, on or off the UW campus.

Efthi Efthimiadis brought up FERPA (Family Educational Rights and Privacy Act) pertaining to photos, records and emails and how this might impact FCET's webcam resolution.

Sandy Moy suggested that the group include one clause in the resolution that would cover all regulations. She listed HIPAA (Health Insurance Portability and Privacy Act), FERPA and any standing federal or state laws governing the use of cameras in public.

Kaminsky brought up the fact that there is no blanket statement coming from the UW which would protect all employees in regards to the webcam and privacy issue. .

There was discussion around the table regarding the difference in closed-circuit password protected podcasts. Faculty has no way of knowing what happens to them. Students could still download them and publish the podcasts to the web. The biggest issue here is that the faculty be made aware of their liability.

Kaminsky noted that surveillance cams should be left to the police department.

The Chair will make revisions to the proposal and send it to council members in the next week. FCET will have an opportunity to make changes and review the resolution. Kaminsky will then send to the Attorney General's Office for review before presenting it to the SEC.

Discussion and approval of Questionnaire on plagiarism tools

A Questionnaire has been created. Kaminsky will re-send the draft to the council members. He advised the council to make any changes necessary and return it to him.

Data Retention

Kaminsky noted that the Office of Research's policy is out of date. There was some discussion surrounding digital media. The Office of Research would like to be able to quickly dispose of data as soon as the law allows for it. Kaminsky would like to see them holding on to data for longer periods, given today's technological advances for digital storage. He stated the main issue here is that the Office of Research needs help establishing an effective process for information storage. He suggested to write a simple resolution to be made to the Office of Research through the SEC, with the backing of the faculty.

He would like to see the digital data be stored for an infinite period of time. He discussed different types of data storage rules pertaining to various types of information.

Anjanette Young brought up a survey by E-Sciences which was coordinated with the Office of Research. She will send the link to Kaminsky.

6. New Business.

Volunteers for FCET website

Council members were asked if anyone was interested in heading up the FCET website. There was discussion surrounding an existing website on the UW University Committees website. Jonathan Deshazo volunteered. He will contact the Council Support Specialist to discuss further action.

Date of next meeting.

In regards to the next meeting, council members were asked if this same day and time in December works for everyone. Kaminsky will send out a meeting request.

Linda Martin-Morris suggested having more action items identified and distributed further to the members of the council to reduce the chair's workload. Kaminsky agreed.

The meeting was adjourned at 4:49 p.m.

*Minutes by Kelly Baker, Council Support Specialist
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Present: **Faculty members:** Efthimiadis, Hollmann, Hudson, Kaminsky, Martin-Morris, Moskal
 President's Designee: Moy
 Ex-officio members: Young, Deshazo, Maring

Absent: **Faculty members:** Masuda, Merati
 Ex-officio members: Minton