University Technology Committee - University of Wisconsin-Whitewater
Wednesday, August 22, 2018 | 11am to 12pm | Hyer 142

Matt Aschenbrener	Nicole Weber	Sean Spangard
Alex Ostermann X	Elizabeth Watson	Kris Curran X
Paul Waelchli X	Bob Mertens X	Robert Schramm
David Munro X	Patty Fragola X	Elena Pokot X
Hunter Little	Dane Seckar-Anderson X	Sara Deschner

Minutes

1. Review April 10th, 2018 meeting minutes (handout)

Minutes were reviewed and approved by the group.

2. LTC Update (handout)

Elena went over some of the issues occurring with the Canvas integration. A positive outcome was that Respondus is now integrated successfully. Elena continued to talk about on-going training on Canvas during the semester. The goal is to offer as many courses in Canvas as possible while reducing the need to use two systems. Many courses have transferred to Canvas but not quite 100%. Elena continued by adding that Techquest is now live in Canvas. Kris Curran mentioned the issues of all Bio Labs showing up as one course in Canvas. Elena confirmed that the LTC is still working to fix this but right now it is a manual process. Kris also shared that a professor asked her if they would need to teach in D2L? Elena explained no, there is no requirement to use D2L. Kris added that changing over from D2L to Canvas is very easy and she encouraged everyone to tell their instructors this. Elena added that Canvas does provide full support 24/7 and that instructors should take full advantage of that feature.

3. Security Initiatives

      a. Password Lockout

Elena went over the current security initiatives with the group. She explained that after the audit, it was found that we did not enforce a password trial lockout. When ICIT deployed the password lockout initiative, the Help Desk received many calls from people who were locked out of their devices. It was found that many of these people had cached passwords on several devices which were attempting to login automatically. ICIT is planning to communicate this to campus through the Connect IT Newsletter. David Munro suggested that this initiative be phased in slowly to avoid chaos at the Help Desk.

b. Inactivity Timeouts

Elena went over the inactivity timeout initiative with the group. This security feature will lock a workstation after a period of inactivity. The user will simply need to sign in with their Net-ID and Password to continue where they left off. The plan is to not place this timeout on instructional workstations in order to avoid any breaks or timeouts during class time. Paul Waelchli asked if this would be for both Macs and PCs? Elena said she would follow up on that.

c. Shared Accounts

Elena continued with the shared accounts initiative. ICIT is working with shared account owners to get rid of these accounts. The important thing to remember is that the functionality of the account will not change, only the way in which you access the account. Users will now sign into shared accounts through their individual Net-IDs. ICIT identified over 1600 shared accounts on campus, and has been cleaning them up over the summer. Working with the community to make sure that we don't deactivate any active accounts. So far, ICIT has been able to get rid of 95% of inactive accounts. Elena explained that email accounts are easier to transition, the challenge lies with accounts that have file and application access. ICIT is working with each account owner to make this a smooth transition.

d. Security Training

Elena reminded the group of the annual Security Awareness Training that all employees will need to complete.

4. Connect IT Draft (handout)

Elena Pokot went over the draft of the Connect IT newsletter. The feature article was Webex Teams. Elena explained that Webex Teams was recently rebranded from Spark. The group suggested that this should be mentioned in the article. Webex Teams is a communication and collaboration tool. Elena went over the features and functions of Webex Teams and how it can benefit both faculty and staff. Patty Fragola asked if there would be training for non-instructional staff regarding Webex Teams? Dane Seckar-Anderson will follow up.

Elena continued with the newsletter pointing out that macOS High Sierra is now available for a free upgrade.

5. Tech Open House (handout)

Dane Seckar-Anderson previewed the Technology Open House with the group. The Open House features new tech initiatives, vendors, food and prizes. The open house will be held on August 29th, from 1:30 – 4:30 in the UC 275. He asked the group to come to the event and spread the word.

6. Involvio (handout)

Elena gave the group the most recent update on the Involvio project. She mentioned that there is a meeting later today, and asked Alex Osterman if he will be attending. Elena continued to explain that there will be a pilot happening prior to a campus-wide rollout. She shared that the biggest conversation of the summer has been how and to whom the app should be first made available to. The plan is to choose groups of students who already have a support structure in place. These would include athletes and learning community students. These groups have networks already built around them. In addition to giving them access to information, the group will be getting the one touch feature. This will enable the students to contact their support group directly. People who have roles that are helping students, will have direct access to them.

Elena continued to explain the pilot, by talking about the initial survey that will be in place. The point of the survey is to find out how committed students are and how in touch they feel regarding available campus resources. We are also trying to find out why they came to UWW and how prepared they feel.

Elena continued by saying that this is the most collaborative project we have ever had at UWW, she is very excited about its potential. David Munro asked how much of the data in the app will be auto populated? Elena replied that classes will be, and the committee can decide what should be populated automatically. Some features will be offered to students and they will be able to decide whether or not they want to use them. David also asked; how will student organizations put their calendars on Involvio? Elena explained that we will establish an admin team for Student Orgs. They will be able to update their own calendar. The admin function is top down. Elena continued to say that down the road, students will be able to create study groups for classes as well as booking rooms through 25live. Kris Curran asked if students can make their own groups? Elena explained that yes they can, those groups will be available for students who are interested, and it will be a choice. Elena also added that Canvas will be integrated at some point, allowing students to sign up for notifications based on their assignments in Canvas.

Kris Curran was unsure about the survey question asking a student how they feel towards their instructor. Elena said that these questions can be changed, they were decided on by the steering committee. The group went over several of the survey questions and felt that they could be retouched and reworked to be clearer for the students in the pilot. Elena asked the group to send over any suggestions for the survey.

David Munro asked about Google Calendar integration. Elena said she will check into this. David then brought up the question as to why would students download this app in the first place? Elena said they this was the point of the pilot, to find out if students will buy in. The pilot will look to find what students deem important and useful regarding Involvio. Alex Osterman added that his hope is that students buy in and make this "the" app as the place to go for all resources and information on campus. David Munro

suggested adding a section in the app that asks "are you finding what you're looking for?" He also asked if there is a search function. Elena said not at this time.

Elena continued to talk about the success network. Depending on who the student is trying to contact will depend on the medium being uses (text, chat, phone, email, etc.). Alex Osterman asked if sending an email will be done through the app itself, or through the email client? Elena said that they would find this out at the meeting later today. Elena explained that attendance tracking will be an optional add-in for the student. The goal is to zone the campus where Wi-Fi is located. This will help determine where they are and match them with their class schedule. David Munro asked what if faculty have the students turn off their phones? Elena referred to Informacast being on their phone as well, will depend on the faculty member. David also asked about students with disabilities. Elena assured him that the app will be compliant and that they have a cohort in the pilot who will be testing this. Patty Fragola added that not all students will have a device to use the app. Elena said that if student's don't have a device, we may be able to offer them something to use (iPad).

6. Other items?

Bob Mertens asked about Lab Mods. Elena went over the Lab Mod and Facilities process. Bob asked about carry over and if there are any restrictions when requesting a Lab Mod? Elena explained that the first mission is the sustainability to the lab. This means replacing computers that are over 5 years old, etc. The process will go back to the way it was, this last year was an exception. Anything that doesn't change the facilities will be considered tech replacement. Bob asked if his college will be receiving info on the labs? Elena said yes, ICIT will be sending over a complete list to each college. Bob also asked about banking any remaining money and where it can be used. Elena explained that anything that the Lab Mod committee decides, if approved, will be banked. Lastly, Bob asked if Lab Mods can be done over Winterim? Elena said yes, if we can get one classroom offline, we can mod it.

Next Meeting:
Sept 11, 1-2PM