University Technology Committee | University of Wisconsin-Whitewater
Wednesday, February 26th, 2020 | 1pm to 2pm | Hyer 142

Matt Aschenbrener	Nicole Weber X	Karen Brueggeman
Max Servais	Elizabeth Watson	Kris Curran
Paul Waelchli X	Bob Mertens X	Robert Schramm
Todd Carothers	Patty Fragola X	Elena Pokot X
Mary Acuna X	Dane Seckar-Anderson X	Sara Deschner X
Alex Ostermann	Kevin Potter X	

Minutes

1. **Review January 29th, 2020 meeting minutes** (handout)

Minutes were reviewed and approved.

2. **LTC Update** (handout)

Nicole Weber went over the LTC update with the committee.

Canvas Training

- ***Canvas Open Labs Around Campus!***
    - o Monday, March 2 (11:00am) Hyland Hall 3101
    - o Tuesday, March 3 (2:00pm) Winther 1005
    - o Wednesday, March 4 (8:00am) Williams Center 187
    - o Thursday, March 5 (1:00pm) Upham 222
    - o Monday March 9 (9:00am) CA2059
    - o Wednesday, March 11 (10:00am) Laurentide 4012
    - o Thursday, March 12 (2:00pm) Heide Hall 312
        - ▪ Log onto the UWW Event Sign Up Tool to see more information:
          https://my.uww.edu/signup/Home

D2L Retirement Reminders

- ***Just a few days left!*** D2L student activity (e.g., discussions, dropbox, quizzes, grades, etc.) export report requests due by 3/1/2020:

https://uwwhitewater.co1.qualtrics.com/jfe/form/SV_bNlmQhS5b7IBGdf

- ***Make sure you have your credit and non-credit D2L course sites copied over!***
  Here's a quick link for an ongoing course site for easy copying:
  https://www.uww.edu/apps/ltc/canvas/ongoing-course-request/
- Access to D2L will be removed in June 2020.

Celebrating Teaching and Learning Conference
- Save the Date – Wednesday, May 20, 2020
- Call for Proposals Due by March 2, 2020
- Register and Propose here: https://blogs.uww.edu/ctl-2020/

Teaching with Webex Teams
- Thursday, March 12 (3:00-4:00pm) McGraw 112
- Register Here: https://my.uww.edu/signup/Registration/Details?id=16369

Online Course Tools
- Adaptive Learning (9:00-10:00am) McGraw 19A
- Register Here: https://my.uww.edu/signup/Registration/Details?id=16360

More on Adaptive Learning… a Discussion!
- March 19 (2:00-3:00pm) McGraw 19A
- Register Here: https://my.uww.edu/signup/Registration/Details?id=16387

Linkedin Learning Instructor Presentations
- March 18 (10:00-11:00am) McGraw 19A
- March 19 (12:00-1:00pm) Hyland Hall 4303

Register Here: https://my.uww.edu/signup/Registration/Details?id=16334

Introduction to Webex Meetings
- Monday, March 2 (3:00-4:00pm) McGraw 112
- Register Here: https://my.uww.edu/signup/Registration/Details?id=16352

Ingeniux: Web Content Management

- Wednesday, March 11 (11:00am-noon) McGraw 19A

- Register Here: https://my.uww.edu/signup/Registration/Details?id=16297

Introduction to Campus Technology

- Tuesday, March 17 (10:00-11:00am) McGraw 112

- Register Here: https://my.uww.edu/signup/Registration/Details?id=16286

Google Apps for Education Essentials

- Friday, March 20 (1:00-2:00pm) McGraw 112

Register Here: https://my.uww.edu/signup/Registration/Details?id=16346

Paul W. asked about sharing this information across campus. Nicole W. agreed to work on a few approaches additional to what is already being done for LTC communication.

3. **Security Policy Update** (handout)

Elena P. gave a quick update on the Admin Rights Removal transition. Right now, the ICIT team is going through the process. Once this is completed, a plan will be developed for the rest of campus. Sara D. volunteered for the Dean's office to go next.

Elena P. covered some key updates to the revised UWSA Authentication policy. These included:

- Account type adjustment, including privileged accounts (user and shared accounts with access to high risk data), service accounts (accounts intended for automated processes or applications between web and database servers).

- Password character count going from 12 to 14 characters for those with high-risk data. This would include WINS, so the plan is to go to 14 characters across the board. The plan is to present the roll out of the password change to the cabinet and then start sending communication after that about the change. Users will most likely notice it once their password needs to be updated automatically. Bob Mertens asked if this will include students? Elena said the policy does not dictate that, but it will most likely be easier to include students as well to remain consistent.

- Requirements for continuing accounts access. For Emeriti, access will continue indefinitely for account and email. In order to do this, there must be an affiliation with the University, this will need to be determined by HR. Students are able to do this by applying for Warhawk4Life. Still need to figure out the process when a student becomes an employee. User affiliation will be documented and yearly security training will still be required. Security training will be going to HR. ICIT will be starting an active campaign to get users to take training before this change if official, possibly before May-June. HR will be verifying accounts regarding affiliation once this change is in place.

4. General Access Lab and Library Printing (handout)

Elena gave a summary of the student printing volume for GA Labs and the Library. Over the past two years, printing had remained consistent, this past semester was nearly doubled. At this rate, the student tech fee will run out before the end of the semester.

The first step to try to reduce printing will be to send a survey email to the top 2% of students by volume. This will help better understand what they are printing and why. The email will be going out this week. Results to be shared at next UTC meeting.

The next steps will be to create additional signage in the GA Labs and Library in order to explain what these printers are meant for, and to try to educate students on how they should be used. The concern is that printing budget may run out before the end of the semester. Paul W. asked what would happen once the budget runs out? Elena explained it has never run out before, but if it did, printing may be unavailable. The group agreed that is a potentially large issue that affects all departments on campus. Sara D. suggested finding out what communication is coming from instructors with regards to their students. Is there a common message that can be shared to educate students and instructors on what is appropriate as far as printing goes? ICIT will work with the Library to come up with some additional measures to try to get printing volume to decrease.

5. Office 365 – Rebuild Synchronization Planned Outage

Elena P. gave the group a heads up on an upcoming outage for Office 365. Over this past summer, some users had issues accessing OneDrive due to the license being dropped. This was mitigated with a temporary fix at the time, but will now need to be re-synced to fix for good.

This process will take two days, and the plan is to do this over Spring Break. An announcement will be sent out to campus.

Anything else?

Bob Mertens asked about the Lab Mod situation for next year. Elena explained that next year will get the allotted amount, minus 15%. Little was spend last year, but that did not carry over, so we are losing about 15% for the upcoming year.

Next Meeting:
March 19th