



University Technology Committee | University of Wisconsin-Whitewater

Thursday, March 19th, 2020 | 1pm to 2pm | Hyer 142

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

Minutes

1. Review February 26th, 2020 meeting minutes (handout)

The minutes were reviewed and approved.

2. LTC Update (handout)

Nicole Weber went over the Canvas login page update. The page is now specifically tailored to the user (student or staff) to provide accurate information and help. The LTC is working with LEARN on helping transition instructors to remote teaching. They will be providing trainings, tips, and weekly resources.

The LTC has also moved to remote support, resulting in many consultations. Bob Mertens brought up the issue that the Dance department is facing, struggling with online course curriculum. Nicole explained that her team has been meeting with the Dance department, and have helped them setup videos through Kaltura. Elena added that videos can be done synchronously or asynchronously, and that both can be very affective.

Elena also suggested to alert instructors that if they need captioning for a video, they can consult the LTC to get it transcribed. Additional CSD info is also located on the remote learning site.

Elena continued saying that ICIT will be sending out an announcement to campus addressing those staff members who do not have a computer access or other remote resources. In most



cases, many UW-W applications can be accessed through an internet web browser. ICIT will work with those who need help or additional access.

Additional software has been added for student use while remote including the Adobe Creative Suite. This and other virtual apps can be found on the Learning tab of the Remote website. ICIT is working with instructors to add additional software as needed.

Bob Schramm asked if student workers can take their FOBs with them in order to keep working. Elena said that students will be encouraged to keep working so they will not lose income. Will need to check to see how FOBs can be handled. Matt Aschenbrener told the group that the Registrar office is completely remote at this time and that Admissions has a few rotating students on campus.

3. Remote Resources Website (handout)

The group was sent the link to the updated Remote Resources Website. This will be a fluid site that is constantly updated for Working, Teaching and Learning audiences.

4. ServiceNow (handout)

Mary Acuna gave the group a quick summary of the planned soft roll out for ServiceNow. Next week ICIT will be rolling out the back end only. Nothing with change for the customers. The only change that people will see is the format of the confirmation email. Kris Curran asked if the phone chain will change at this time. Elena replied not at this time, but it is on the to-do list.

5. Security Update

a. Admin Rights Removal (handout)

Elena gave the group the plan for removing administrative access rights for work computers. This would be for users who do not require this access to do their job. The plan is as follows:

1. ICIT workstations – **Complete**
2. Non-instructional staff and student employee workstations with access to high risk data
- **In Progress**
 - a. Departments are in the process of determining exceptions
 - b. HR
 - c. Financial Services, Purchasing, Budget, Audit, Risk
 - d. Registrar



- e. Student Affairs (CSD, Advising, Health Services)
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- 3. Remaining non-instructional staff and student employee workstations **over the summer**
 - a. Police
 - b. Parking Services
 - c. Printing Services
 - d. Facilities
 - e. Marketing
 - f. Chancellor's office
 - g. Library
 - h. Colleges Deans Offices
 - i. Athletic
 - j. Bookstore
 - k. Ticketing
 - l. UC

 - 4. Faculty / Instructors Staff workstations **in the fall**
 - a. CoBE
 - b. CoIS
 - c. CoAC
 - d. CoEPS
 - e. CoLS

b. Authentication Policy Update

Elena gave an update on the new Authentication Policy in regards to retired employees and their access. In order to maintain access once retired, the retiree will need to provide proof of a formal affiliation with the University. HR is currently working on this process. Retirees will also need to continue to take yearly security training.

6. General Access Lab and Library Printing

a. Student Printing Survey (handout)

Elena gave a brief summary of the survey that was sent out to the top 2% of students regarding print volume. Many students were printing items in GA labs that were not class-assignment related.



b. Proposed Action Items (handout)

Elena went over the possible proposal for student printing. This would include a pop-up message alerting the students that GA lab printing is only for class assignments and course-related material. Additionally, students could be limited to 50 pages a day, and no more than one copy of a certain document. This will not be implemented at this time, possibly in the Fall. Paul Waelchli asked how frequently students print more than one copy for an assignment. Alex Ostermann said that it depends on the class and department, but many instructors require students to print out the lesson and bring to class. Kris Curran suggested that this could be an opportunity to change instructor behavior, and move to using more digital methods and online assignments. Elena agreed, will look to implement in the Fall.

Anything else?

Next Meeting:

April