

Campus Technology Committee (CTC)

June 3, 2024

Minutes

Meeting held via Zoom

Present: Wes Lloyd, Darcy Janzen, Ana Marie Almeda, Julie Masura, Patrick Pow, Alireza Boloori, Jarrod Call, Ralph Bane, Bill Fritz, Y Jenny Xiao, Jaime Mason, Lisa Hoffman, Christopher Knauss, Paul Lovelady, Andrea Coker Anderson, Susan Wagshul-Golden

Absent: Jayna Estacio, Slava Miasishchev, Sean Schmidt

1. Updates

1.1 UW Google

- 1,022 UW Google accounts using more than 100 GB of storage space (i.e., "over quota" accounts) received an email from the UW Google Changes Project. This link shows what was communicated: <<https://itconnect.uw.edu/tools-services-support/software-computers/productivity-platforms/google-productivity-platform/uw-google-changes-project/>>. The campus was alerted that their account will be restricted on June 11 if they do not reduce their storage use to under 100 GB. If a user is getting close to the 100 GB limit Seattle IT recommends that they convert to a shared drive account. No one would have access to that shared drive account unless you authorize them to do so.
- This page describes the UW Google Shared Drive Service Offering: <https://itconnect.uw.edu/tools-services-support/software-computers/productivity-platforms/google-productivity-platform/google-shared-drive/google-shared-drive-service-offering/>
- Basic takeaway about Google Shared Drives:
 - Starting in July, users can purchase additional storage in Google Shared Drives.
 - By November of 2024, all Google My Drives must conform to the 100 GB quota.
 - 1.7 PB of data is in My Drives or Shared Drives and either must be deleted or exist in a Shared Drive with expanded storage.
 - At least 20 users have committed to purchasing 100 TB of storage thus far.
 - How do we purchase additional storage? Patrick received the guidance below from Seattle that he emailed to the CTC the day after our meeting:
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 - *"Hi CTC Members,*
 - *Further to our discussion in CTC yesterday, I confirm with Seattle that they don't currently have a Request Form. Should you be interested in paying for larger storage in Google Shared Drive (i.e. exceeding 100 GB), please follow the response below from Seattle.*
 - *Thanks,*
 - *Patrick*
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 - **From:** Scott Norton <dsnorton@uw.edu>
 - **Sent:** Monday, June 3, 2024 3:49 PM
 - **To:** Patrick Pow {he, him, his} <ppow@uw.edu>
 - **Subject:** RE: Google Shared Drive

- - *Not currently. We are working on adding that to a workflow in [Provisioning Request Tool \(uw.edu\)](#). We missed our target release date but are now looking for a new one, likely in late July. (There will not be a way to accept personal payment, only Worktags.) For now employees can just open up a request per [Google Shared Drive Service Offering – IT Connect \(uw.edu\)](#) if they need more than 100GB in a UW Google Shared Drive:*
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 - ***If you need a Shared Drive larger than the default, subsidized 100 GB offering:***
 - *Fill out the Shared Drive request form above*
 - *Once the Shared Drive has been created, email help@uw.edu with the following information:*
 - *EMAIL SUBJECT: “Increase Google Shared Drive storage quota”*
 - *The name of the Shared Drive*
 - *The size of the desired storage quota (200 GB – 1 TB OR custom/over 1 TB)*
 - *Funding source/worktags*
 - *The statement:*
 - *“I acknowledge that a larger Shared Drive will require a recharge service (i.e., funding) in the future. I understand that if I am unable to fund the larger Shared Drive storage quota in the future and storage is not reduced below 100 GB, the Shared Drive will be deleted.”*
 - *User will eventually need to go back and enter data into our system once it is available.”*
 - Comparing M365 and Google: UW purchases 66,000 A5 licenses for faculty/staff and 95,000 student licenses; and 100,000 Google student licenses (received 1 free staff license for every 4 student licenses for 25,000 free), respectively. Not easy to determine which platform to support.
 - UW Google usage profile in the past 30 days (May 2024):
Google Drive: 57K; Gmail: 23K; Google Calendar: 27K and Google Meet: 3K
 - I & T Governance: Enterprise Technology Board is exploring: (a) increase MS Office 365 adoption and (b) reduce Google adoption. There is no simple solution to reduce reliance on Google products. There will likely be no definitive solution soon. This will likely mean those who need Google will need to pay for it.
 - For Global partners, Google Drive works better for collaboration, according to the experience of CTC faculty members.
- 1.2 Intrusion cameras (potentially in four Pacific Avenue level locations)
- We have informed the unions through HR of our proposal. HR informs us the unions have no objection to our proposal. We also shared our proposal with the ASUWT President and ASUWT Director of Student Technology, and the entire STFC. Will this affect undocumented students, was the question raised by Holly, the ASUWT President. Holly to check with the ASUWT on that question. These cameras will operate between 9:00 pm – 5:00 am. They will capture footage if you open a door without a key. Historical doors along Pacific Avenue are not sturdy enough to withstand crowbars that may be used to pry them open. We have been approved to install wood-like doors to preserve the aesthetic appearance of these historical buildings while enhancing security. This is our second quarter with key card access only into Court 17. We have experienced zero car break-ins since adopting this approach. As a CTC how do students and staff use husky cards during certain months? Are there challenges for those who cannot use husky card pathways to the buildings?

1.3 Summer Classroom Renovation Projects

CP-108, SCI-311, SCI-317 and WCG-209 are being renovated, with updated media systems, but not GWP-320 (Lucien Room) due to infrastructure needs.

2. ProofPoint Training

UWIT has recently launched a tri-campus IT Security Training Pilot Program. We hope to include all CTC members in this pilot. If you are unwilling to participate and give feedback, please let Patrick know by Wednesday 6/5/24. If you know anyone from your schools who wants to participate, please let Patrick know by 6/5/24. Please provide feedback comparing KnowBe4 and ProofPoint at an upcoming CTC meeting. Patrick also expressed appreciation to the CTC members and his hope that each one continues to serve on this committee during the upcoming academic year.

3. NameCoach will be integrated into Canvas during the Summer Quarter (to launch in the new Academic Year). Access starting June 1, 2024. If interested in training, please see Darcy. We are not sure about the Outlook integration at this point. The request for Central funding has been made, but we are not sure if that will happen. If it does not, we will need to find a Tacoma funding source.

4. WiFi for WPH ground floor (i.e. Food Pantry and adjacent areas)

We paid for the cost of installing the infrastructure for wireless access points on the ground floor of WPH, which is the location of the new pantry. Historically, our tenants in the retail space along Pacific Avenue would procure their own WiFi since we don't allow them access to our WiFi system. More recently, we have academic labs along Pacific Avenue, but WiFi was not uniformly available. The latest development is the relocation of the Pantry to the WPH first floor. WiFi should be available in the summer for WPH. In fact, WiFi should be available all along the Pacific level of WPH. If you find that this is not the case, please let us know.

5. Tri-campus Web Accessibility Checker

5.1 Our agreement with SiteImprove ended on May 30, 2024.

5.2 It will take 30 days to onboard the current users to DubBot, our new solution. This means we will be without a web checker for June.

5.3 Instead of the 50,000 web pages limit set by SiteImprove, DubBot allows UW to check 2 million pages.

5.4 If interested, one can use [SiteImprove Extension](#) (free app) to check web accessibility. As a reminder, all Canvas courses must comply with accessibility standards. In the past those courses were exempt. This is no longer the case. All content must be compliant.

6. I & T Governance: Security & Privacy Board

6.1 To reduce confusion, minimize institutional risks and align with state agencies and laws, the Board will revise the unified data classification approach in the four categories below.

6.2 Category 1: **Publicly available information or information that can be made public**

Information that can be or currently is released to the public. It does not need protection from unauthorized disclosure but does need integrity and availability protection control.

6.3 Category 2: **Internal data not intended for public use with little to no legal protection**

Sensitive information that is not specifically protected from disclosure by law but is for official use only. Generally, not released to the public unless specifically requested.

6.4 Category 3: **Data requiring greater protection and/or legally protected from public records exposure**

Confidential information that is specifically protected from either release or disclosure by law. Information that requires protection because of the risk of exposure, data integrity, or reputation considerations.

6.5 Category 4: **Date requiring legally mandated special handling and / or requires substantially greater protection measures**

Confidential information requiring special handling that is specifically protected from disclosure by law and for which:

- Especially strict handling requirements are dictated, such as by status, regulations, or other external compliance mandates.
- Serious consequences could arise from authorized disclosure, such as threats to health and safety, or legal sanction.

7. AI Discussion (for reference only)

7.1 Washington House Bill 1951 (<https://legiscan.com/WA/text/HB1951/2023>)

7.2 Summary: Promoting ethical artificial intelligence by protecting against algorithmic discrimination. This is being discussed by multiple parties and no conclusions have been reached yet.

7.3 [FreedomGPT](#) Freedom GPT Browser is a launchpad for AI. No technical knowledge should be required to use the latest AI models privately and securely. GPT Browser is a launchpad for AI. No technical knowledge should be required to use the latest AI models in both a private and secure manner.

7.4 Zoom started a new integration today that allows for AI-generated meeting minutes.

8. Next meeting for the new school year will be the second week of October 2024. We are following a [CTC Meeting Cadence](#). Meeting adjourned.