

Campus Technology Committee (CTC)

November 6, 2024

Minutes

Meeting held via Zoom

Present: Darcy Janzen, Ana Marie Almeda, Patrick Pow, Alireza Bolori, Ralph Bane, Bill Fritz, Y Jenny Xiao, Andrea Coker Anderson, Susan Wagshul-Golden, Susan Palmer, Michelle Miller, Kevin Muzzy, Wes Lloyd, Julie Masura

Absent: Sean Schmidt, Christopher Knauss, Megan Toothaker, Paul Lovelady, Jaime Mason

1. Introductions and welcome to new members. Due in part to the challenges of finding a time to meet that works with teaching schedules, we will stay on Zoom for now.
2. July Power Outage: If there were any individual cases where a user experienced damage to their system due to the power outage, these were dealt with once the faculty returned to campus in September 2024.
At least four network switches, one UPS in an IDF, three desktop computers, and all the equipment in one conference room/seminar room (TPS-104) were damaged. It is largely working now but waiting for the delivery of a few pieces of equipment.
3. Cybersecurity: Perhaps we will have a Tri campus solution in time. Every year we launch a Cybersecurity training initiative. To avoid confusion, we are considering closing the outgoing year's program earlier so that when the call goes out to participate in the fall program, those who recently completed one will not confuse the new program with the one from last year. Proofpoint is still under review. Thank you for providing your feedback.
The key points for Cybersecurity are:
 1. Use Strong Passwords and a Password Manager
 2. Turn on Multifactor Authentication
 3. Recognize and Report Phishing
 4. Secure your workstations
4. Infrastructure Upgrade
 1. WiFi for WPH ground floor is completed
 2. Pacific Avenue Entrances: the intrusion camera systems for four entrance doors (GWP, BB, BHS, WCG) were installed – The monitoring schedule is M-Th 2300-0600, Friday 1800 - Monday 0600 per Susan Wagshul-Golden, who confirmed this with her team.
 3. MAT (southwest) new blue phone tower installation is completed.
 4. We are working on replacing the security cameras for the Cragle Parking Lot.
5. Renovation Projects
 1. Summer Classroom Renovation: CP-108, SCI 311, SCI-317 and WCG-209 are completed.

2. TPS-104 is a complete replacement due to the power outage. It is largely working now but waiting for the delivery of a few pieces of equipment, as stated earlier.
 3. 47 classrooms received one or more updates including a Wattbox, an Airserver, and/or a new PC/monitor – all done after the power outage.
 4. Renewal of all computers in selected computer classrooms (JOY 001, JOY 205 and PNK 131).
6. Changes to UW WiFi Connection
1. Connecting to EDUROAM is recommended. (EDUROAM is an encrypted WiFi service recommended for most UW students, faculty and staff). From now on, we recommend that you connect to Eduroam. Bill Fritz provided [Instructions](#) to connect to [Eduroam](#) once you are on UW Wi-Fi.
7. Software Contracts
1. NameCoach: A 3-year contract has been signed for Tri-campus, replacing all the UW individual agreements with NameCoach. Our initial payment was absorbed in this negotiation.
 2. Adobe Creative Cloud: STFC sponsors a portion of this for students. On October 22, 2024, UW -IT implemented a change that deleted all users' files saved to Adobe Creative Cloud storage. The change allows the UW-IT Adobe support team to ultimately improve Adobe subscription services for the university. Adobe files saved on local computers and networks are not being affected.
8. Tri-campus Information & Technology (I & T) Governance Update
1. I & T Governance: Workday, Cybersecurity and others. UW would like Microsoft (M365) to be the preferred solution and decrease investment in UW Google (GW4E). Google has not signed all of the agreements that UW would like. If there are Google needs, please let the CTC know so that support can be rendered where possible and your concerns shared with the correct entities. We are still using Google and will be for some time. Comments from CTC faculty members: Some institutions are using personal email accounts to collaborate. One Drive had an issue when a CTC faculty member tried to use it for collaboration and that faculty member had to use a personal account. Microsoft Teams and One Drive have issues for collaborating with those outside of our tenant. Students use Google, which is integrated into Canvas. For some professors getting students to use M365 seems to be a lower priority than student use of large language models. With its Working Group, I & T Governance Enterprise Technology Board is working on:
 - Increased business value (e.g. enabling easier collaboration in administrative uses)
 - Reduce risk (e.g. deactivating unsupported features)
 - In a cost-effective way (e.g. initial investments in licensing and support for long-term benefits or cost savings) increase MS Office 365 adoption and reduce Google adoption.
 2. The Technology Recharge Fee (TRF) Committee will submit its recommendation to I & T Executive Committee (ExCo). Currently the TRF rate is \$69.52. The proposed TRF rates are \$72.30 and \$75.92 for 2025 and 2026 respectively.

3. IT Accessibility Task Force: its name will be changed. More faculty members are needed on the working groups set up by this committee.
- The recent Department of Justice (DoJ) ruling requires that all public agencies and higher education institutions must comply with digital accessibility, including LMS and web pages, by April 2026. Content in Canvas will no longer be exempt. Purchasing and renewal of all software contracts must be in compliance as well. UW will take accessibility remediation and proactive actions in the coming months.
 - Should we have a comprehensive ADA website for our campus?
 - We have participated in the Tri-campus Accessibility Web Site [Accessibility at UW \(https://www.washington.edu/accessibility/\)](https://www.washington.edu/accessibility/) developed recently. The following known UW Tacoma accessibility pages are already integrated in the different sections of the [Accessibility at UW](https://www.washington.edu/accessibility/) web site:
 - <https://www.tacoma.uw.edu/it/accessibility>
 - <https://www.tacoma.uw.edu/drs/campus-accessibility>
 - <https://www.tacoma.uw.edu/drs/event-accessibility>
 - <https://www.tacoma.uw.edu/housing/disability-accommodations>
 - Darcy shared these links:
 - <https://itconnect.uw.edu/it-at-the-uw/it-governance-and-policies/it-governance/>
 - <https://www.washington.edu/accesstech/people/task-force/>
 - <https://www.washington.edu/ada/guidance-resources/new-final-rule-on-web-accessibility/ada-digital-accessibility-task-force/>
 - Tacoma only has representation on one of the working groups of the task force in link two above.
 - The Office of Digital Learning, DRS, Advancement and the Library agree to a comprehensive site on ADA. Those four groups are preparing a proposal to present to Andy Harris and the Chancellor. Patrick would like Bill Fritz to represent Tacoma IT as the ODL, DRS, Advancement and the Library flesh out this proposal. The ODL is wanting to move forward with this Tacoma solution so that we have something in place for the faculty by Winter quarter, if Seattle is not able to do so. This is important because the faculty do not work over the summer, so we really only have the winter quarter that begins in January of 2026 to be ready before the Spring quarter of 2026, which is the deadline.
 - The Tacoma proposal will include requesting that each school appoint a liaison to work with the group in Seattle.
 - The Tacoma proposal will include a request that a team be formed that will oversee the website and have representation from the areas with content on the website.
 - Ally may provide reports that show percentage of compliance.
 - Seattle noted that for UW Bothell and UW Tacoma most courses are using Canvas or LMS.
 - Seattle is also trying to find a new solution for ADA compliance.
 - In the past we used Siteimprove for ADA compliance, but it was not renewed because of the new software purchased by Seattle called [Dubbot](#). Seattle indicated that we would have access to [Dubbot](#) by the end of November early

December. Part of the TRF increase was to help pay for [Dubbot](#) and other accessibility tools.

9. STFC

The deadline for Special Allocation is Noon, Friday, November 15, 2024. Close to having the committee ready, they are currently finalizing two more interviews. The committee will start reviewing proposals on November 22, 2024.

10. Meeting adjourned