

Campus Technology Committee (CTC)

May 31, 2022

Minutes

Meeting held via Zoom

Present: Teja Alluru, Stephen Rondeau, Ana Marie Almeda, Julie Masura, Y Jenny Xiao, Ralph Bane, Patrick Pow, Jaime Mason, Wes Lloyd, Bill Fritz, Andrea Coker Anderson, Susan Wagshul-Golden, Wes Lloyd

Absent: Ken Cruz, Haluk Demirkan, Jim Thatcher, Forrest Tyree, Sean Schmidt, Darcy Janzen, Christopher Knaus

1. IT Updates

- 1.1. Free printing is available to students in the two Open Labs (WG-108 and CP-005), and in many departments (CSI, CEI, SET Labs). IT also set up print stations inside computer classrooms, as well as in various academic buildings for “bring your own paper” printing. Evidence indicates that the bring your own paper option is not as popular.
- 1.2. IT helped with the Halda contract agreement (Start Form Technology) and set up secured data transfer for Enrolment Services quickly. IT will also assist them in setting up the Niche contract.
- 1.3. IT is heavily involved in setting up the SFTP secured export of student data from Slate to the Student Database (SDB). We are waiting for Common Apps to set up their data transfer to Slate and then we will pick up from there. UW Bothell is also participating.
- 1.4. We are getting close with the Slate transition to SDB based on information from the project management office.
- 1.5. Classroom Renovation Projects
 - 1.5.1. CP-106 – is undergoing a complete overhaul. As a result, the room will be offline this summer.
 - 1.5.2. DOU 260 – is scheduled to be renovated this summer.
 - 1.5.3. DOU 201, 270 and 280 – equipment racks and ceiling mikes will be installed this summer.
 - 1.5.4. WCG-322 – is offline through Autumn.
 - 1.5.5. SCI-211 and 217 – there is possibility that these rooms may be renovated. Both UWT IT and the School of interdisciplinary Arts and Sciences have jointly made funding available for this project. They will be renovated this summer.
 - 1.5.6. Milgard Hall Autumn.
 - 1.5.7. Some faculty expressed concerns about spending too much money outfitting classrooms for a hybrid teaching modality. We have more than 90 rooms that we upgrade to accepted standards for the University on a rolling basis to ensure our fleet keeps up to date with current demands. If we updated 5 rooms per year, it would take 18 years to get around to all of those classrooms and that would be unacceptable from a security and usability standpoint. Our efforts have been basically to keep classrooms

up to date to facilitate regular classroom teaching. Although this may benefit hybrid teaching modalities, our focus is on the regular face to face teaching modality.

2. STFC Update (Teja Alluru)
 - 2.1. Proposals have been completed and turned in to the Board of Regents. The STFC will complete their work for the year by updating the bylaws.
3. Faculty and Student Adoption of Two Factor Authentication (2FA) on the web for better data security
 - 3.1. UWIT and UWT-IT will continue to send messages to remind students and faculty to start using 2FA as soon as possible.
 - 3.2. All Tacoma staff employees are currently using 2FA.
 - 3.3. While Faculty have already used 2FA to access Workday, they must use it to access Canvas and other UW internal apps from now on. Jenny and Julie indicated that they are already using 2FA to enter grades.
 - 3.4. The 2FA authentication implementation date for Faculty is June 15, 2022. Please ensure that your colleagues are aware of this.
 - 3.5. The 2FA authentication Implementation date for Students is October 19, 2022. An important action item will be to get this message to students on the first day of classes and during orientations - especially first year students since they may be unfamiliar with it. UWT IT plans to go to new student orientations. Stephon Harris and Lorraine Dinnel should be contacted by Joshua Gibson. Andrea Coker-Anderson could help UWT IT work on messaging that will go out to students.
 - 3.6. Below are the dates for the advising sessions/orientations:
 - 3.6.1. <https://www.tacoma.uw.edu/advising/military-connected-students> (special advising for Military Connected new student registration June 16, 2022 and June 17, 2022)
 - 3.6.2. <https://www.tacoma.uw.edu/advising/first-year-students> (First Year Advising registrations June 21, 2022 - July 7, 2022)
 - 3.6.3. The in-person orientation is one week before classes start.
 - 3.7. Here is a link discussing 2FA: <https://itconnect.uw.edu/security/uw-netids/2fa/>
4. Financial Transformation will sunset a number of apps currently used at UW by September 2023
 - 4.1. Currently, there are over 850 side systems supporting finance and supply chain processes and over 900 integrations between systems.
 - 4.2. Systems that will be remediated / retained:
 - 4.2.1. EDW – Enterprise Data Warehouse
 - 4.2.2. SAGE – System to Administer Grants Electronically
 - 4.2.3. eFCS – Cost Sharing / Effort Reporting
 - 4.2.4. PaymentNet – ProCard reconciliation
 - 4.2.5. SDB – Student Database
 - 4.3. Systems for retirement / replacement include:
 - 4.3.1. FAS – Financial Accounting System

- 4.3.2. BGT – Budgeting System
 - 4.3.3. OASIS – Fixed Assets Management System – will be integrated into Workday
 - 4.3.4. MyFD – My Financial Desktop – will be integrated into Financial Transformation
 - 4.3.5. PAS – Purchasing and Account Payables System
 - 4.3.6. Ariba – Procurement System including Expense Reports and Payments to Individual – faculty use this for Travel. The consensus of this group is that staff in the various units care for the entering of data into the Ariba system for the faculty. The Ariba maintenance contract will not be renewed this July 2022. UWTIT will be migrating some of that data into SIMs as attachments. This will be important for contract renewals as well as records retention.
5. Annual Cybersecurity Awareness Training (training modules are provided by KnowBe4)
- 5.1. Ransomware survey result will be sent out.
 - 5.2. Regarding response to the Cybersecurity Awareness Training a 60% engagement typical. We are at 41% engagement for the year right now. We have a lot less email related viruses since we have been using this platform.
 - 5.3. There will be a new module in our Cybersecurity Awareness training this year. It is decided that CTC members will be provided an opportunity to take the training early and provide feedback.
 - 5.4. Consent phishing is an emerging threat. Read any consent forms you receive very carefully so as not to consent to bad actors and become a victim to consent phishing.
 - 5.5. Due to the security issues related to the current war in Ukraine, be even more careful.
6. FY 2022-23 CTC Membership
- 6.1. Your contribution this year is very much appreciated.
 - 6.2. Please continue to surface issues that you encounter.
 - 6.3. It is hoped that you all will continue in this advisory group next year. We are assuming all of you are continuing on next year. If you cannot continue please let Patrick know.

Meeting adjourned at 3:15 pm.