

University Technology Advisory Committee

Western Oregon University

Meeting Agenda and Notes Document

July 25, 2024

[Zoom Link](#)

Committee Attendees:

[Membership Roster](#)

Guests:

Notetaker: Chelle/Amy/Tom

[Notes from previous meeting](#)

Agenda

Items Returning to Agenda

New Agenda items

New Member introductions

Overview of short-term projects

- Website migration to AWS
- Windows 11, New Antivirus - SentinelOne
- Banner Optimization
- Mandatory Duo and Training
- New Regulations for Drop for Non-participation and Matriculation

Web migration

- We are moving from on-prem server to AWS. This makes the site more available from off campus and resolves performance issues (data center related). Most components have migrated and the actual wou.edu website will migrate next Thursday.

- Danielle has been working with content owners to test out the new website.
- If you haven't had a chance to test, make sure you are testing and making sure everything looks ok.
- Graduate.edu and library.edu both migrated smoothly.

Migration to Windows 11.

- Labs & VDI will move first. Newly installed laptops will be on Windows 11. Plan for the rest of campus is forthcoming.

Move from Sophos to Sentinel1

- 250 systems have been moved. News on Friday: Cloudstrike problem. We nearly purchased Cloudstrike and decided on Sentinel 1, and are happy we made that decision. Sentinel1 does better testing and slower deployments. We also have more control with Sentinel1.
- We will see the icon change before the end of August.
- Sentinel1 will quarantine software that has adware in it

Banner optimization

- Huge undertaking; will be funded by TRU Sustainability funds.
- HR has started to do some banner optimization work
- UCS is working on Banner 9 self service and Premium cards
- Gabriel will coordinate Banner optimization across WOU teams and the banner programming team
- Student facing Banner improvements will be included in the Tranch 2 funds work
- HR has a great team working on HR banner optimization. They have some people helping them who have been through a similar process before. They look forward to fewer manual HR processes.
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Mandatory DUO

- In place for new employees
- Will be implemented in Fall with training; ultimately turning off Portal if DUO isn't on

New Regulations for Drop for Non-participation and Matriculation

- We had a no-show drop policy that students who didn't attend the first two sessions would get dropped from the class
- They still had students claiming that they didn't show up to class, but didn't get dropped. It wasn't equitably applied.
- This is the first term we have put it into practice. For summer, the Registrar's office is manually contacting faculty, who are manually reporting.
- Matriculation - when a student is truly a student, with student records. The drop for non participation was dropping students from all of their classes. Redefined that so the student has to participate within the first two weeks.

Change Management round table discussion

- What technology related changes are (or will soon be) impacting your area?
- How are you, and others, responding to these changes?
- Examples: Banner optimization, Title II regulation changes, AWS migration, etc.

Examples:

- Platform or way to work with AI that isn't as costly as Standout (used to be free). Looking for a way to incorporate AI more. Students are using it and CPP wants to help them use it, while also understanding the human factor. So, they are looking for ways to pass resumes/coverletters pass through an AI system, then put the human touch on it. AI could also help with mock interviews. There is one that will tell you if your facial expression reads as sad, interested etc.
- Broader AI tools - ChatGPT, Gemini, etc.
- Curriculog/Curriculum implementation will impact faculty and the Registrar's office; we may need to run dual systems for a while. Amy and Judy Sylva will do training for academic divisions in fall. They are going to make the system visible across campus, so anyone can see what is in there (curriculum proposals in progress, etc)
- Library vendor is moving to an entirely new interface. Sometime during the Academic Year they will move, and we'll have new options with AI and SAML.
- ODS uses AIM (accessibility interface management) to communicate with students about their accommodations. They are moving to version 5, with new tools to communicate with faculty. They are using the sandbox of that new software.
- ADA Title II regulation changes. Website/ webpage accessibility. [Fact Sheet](#).
- OTD - getting WOU Salem set up for classes; implementing curriculum mapping (follow up with UCS for SSO)
- HR has been trying to implement PeopleAdmin for HR; applicant tracking, onboarding, employee records, etc. They have run up against some issues and are hoping to roll out the applicant tracking system on Jan 1.
- For future contracts, need to build in "stage gates" that will allow us to back out if the vendor doesn't deliver on the implementation
- Internal communication - some departments use Slack, some are using Discord, many use GChat
- Scheduling / timekeeping for employees, particularly student employees - one department uses WhenIWork, another uses physical/mechanical timecards, and others may use other systems. Important to look into from an HR perspective.
- Project management - Asana
- PROJECT FOR NEXT YEAR: Enterprise system for timekeeping & scheduling?
- Adobesign still not working.
 - Docusign could be an alternate option, it is more expensive but may be more reliable
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Ideas for Retreat

- Change management webinar or discussion (followed by discussion of UTAC's role)
- Align technology areas to the WOU Strategic Plan
- Banner optimization timelines / readiness / project planning (pre-work)
- Software procurement / coordination (see above; employee timekeeping)

AY 2024-2025 meeting planning

Based on our conversation in the May meeting, Google invitations have been sent for the following:

- September 20 retreat, 12pm-4pm
 - 16th - 20th is the kickoff week; DEI training will be Friday afternoon
- October 18, 1pm-3pm
- November 15, 1pm-3pm
- December/January Meeting - January 10, 1pm-3pm
- February 21 Retreat - 12pm-4pm
- March/April Meeting - April 4, 1pm-3pm
- May 16, 1pm-3pm
- June 13, 1pm-3pm

Standing Agenda Items

Subcommittee reports

- Mobile environment TF update
- University names policy

New technology requests

Top-priority UCS projects