

University Technology Advisory Group (uTAG) Meeting Agenda

Wednesday, September 11, 2024 • 3:00 PM / 15:00

Attendance

Lani Garcia	Khaing Saw	Katy Valentin	Megan Owens	CITR has no tech rep	Dawn Sweet
Linda Prosis	Isaac Hunter Dunlap	Public Safety not filled as they have a tech rep	Bridget Sheng	Chad Sperry	Thomas Oliver Rosner
Ketra Roselieb	Rachael Beaudry	Nicholas Katz	Rebel Mickelson	Peter McMeekan	
Holly Sutton	Dana VanBebber	Benjamin Beach	Charles Chadwell	Jason Kubis	
Curtis Williams	Dennis DeVolder	Sonya Hicks	Nicholas Miguel	Stacie Hunt	
Il-Seop Shin	Cassandra Standberry	Matt McConnell	Michelle Simmons	Paul Sweet	
Walt McGath	Justin Griffith	Liguo Song	Michael Lorenzen	Ian Szechowycz	
Alisha Looney	Alexander Grosstephan	Beth Hansen	Donald McLean	CIO vacant	
Keith Boeckelman	Joe Roselieb	Yeongkwun Kim	James McQuillan	Dan Romano	
Craig Conrad	Christopher Pynes	George Mangalaraj	Harrison Dehnert	Robert Emmert	
Lorette Oden	Kristen Rogers	Fac Senate CBT_2026	Patty Mason	Jeremy Merritt	
Rashmi Sharma	Rita Moore	Fac Senate COEHS_2027	CBT has no tech rep	Jeffrey Calhoun	

Guest: [Jacob Buhs](#)

Upcoming Technology Maintenance

- uTech Systems 9:00 PM – 6:00 AM / 21:00 - 6:00, Friday evening - Saturday morning
- Mainframe – 7:00 PM – 9:00 PM / 19:00 - 21:00, Sunday evening

Events

- Sep 26, Thu. - BOT Meeting Macomb
- Sep 27, Fri. - BOT Meeting Macomb
- Oct 4, Fri. - Fall Break
- Oct 9, Wed. - uTAG Meeting

- Oct 11, Fri. - BOT Retreat Macomb
- Nov 3, Sun. - Daylight Saving Time Ends
- Nov 13, Wed. - uTAG Meeting
- Dec 5, Thu. - BOT Meeting Macomb
- Dec 6, Fri. - BOT Meeting Macomb
- 2025 —
- Feb 19th, Wed. - uTAG Meeting
- Mar 9th, Sun. - Daylight Saving Time Starts
- Mar 12th, Wed. - uTAG Meeting
- Apr 9th, Wed. - uTAG Meeting
- Sep 10th, Wed. - uTAG Meeting
- Oct 8th, Wed. - uTAG Meeting
- Nov 2nd, Sun. - Daylight Saving Time Ends
- Nov 12th, Wed. - uTAG Meeting

Prior Meeting: April 10, 2024

Meeting started at 3:03 PM / 15:03

Agenda

1. uTAG Coordinator (Thomas Oliver Rosner)
 - Welcome
 - If there are any membership changes, please email me to get it updated
2. CIO update (Robert Emmert)
 - Greg Kain has left the institution, CIO duties being shared by Robert Emmert, Stacie Hunt and Jeremy Merritt for the interim
 - cio@wiu.edu email address established as central point of contact
3. IT Governance (ITG) update (Robert Emmert)
 - No updates
4. Demo (Overview of WIU mass communication capabilities, Alisha Looney)
 - Using regroup for emergency messages, 5 people are authorized to create such emergency notifications, cost about 18k - 20 k per year
5. Demo (Overview of uTech Change and Problem Management, Jacob Buhs)
 - Change Management is a uTech process designed to document and control the implementation of all changes made to any uTech owned or managed devices or applications and to mitigate risks that may come from them.
6. ERP implementation – (Stacie Hunt)
 - Regent Education Financial Aid system implementation
 - Phase 1 for the Student Portal went live June 12, 2024.
 - Phase 2 for the Award Letters went live August 1, 2024.
 - Phase 3 for aid disbursement went live August 28, 2024.
 - We disbursed aid from Regent on September 5, 2024.

- Implementation of the Technolutions Slate CRM for Admissions and Enrollment, Student Success and Advancement.
 - We started sending welcome emails to enrolled students at the beginning of the Fall 2024 semester.
 - We hope to start processing Fall 2025 and Spring 2026 admission applications in October 2024.
 - Advancement is scheduled to go live July 2025
 - Ellucian Colleague Implementation
 - Many Ellucian engagements underway concurrently: CORE, Financials, HR/Payroll, Admissions, Curriculum, Registration
 - Technical setup in progress: System Access, Role definitions, LDAP Configuration, Insights Reporting training, Data Migration, Integration Architecture and Planning, Ellucian Experience portal creation, Ethos data connections.
7. University Technology updates
- Network and Data Center and Information Security (Dan Romano)
 - Cyber Insurance requirement for MFA for Gmail login
 - Union fully covered for wireless (Grand ballroom room, etc)
 - QC Technology (Jeff Calhoun)
 - Early Learning Center
 - QC Campus changes impact on QC Technology
 - Classrooms being taken offline in QC Complex A and B
 - Faculty office relocation into Riverfront Hall and QC Complex C
 - User Support Services (Robert Emmert)
 - Windows 10 End of Life
 - Business Applications (Robert Emmert)
 - Cybersecurity Training and Policy Review
 - Online Teaching and Learning (Dawn Sweet)
 - Joan Nkansaa Nkansah has been hired to fill the vacant Instructional Design and Technology Specialist position in OTL. Reach out to Joan with questions and requests for consultations at JN-Nakansah@wiu.edu.
 - **BPTO Fall 2024** began Monday 9/7. We still have open spots if anyone would like to sign up and they can sign up by tomorrow they should still be able to complete the course. They can register on the [BPTO site](#).
 - There will be a few **updates** (*nothing that should disrupt anyone*) in **Western Online (D2L)** when we receive our regular updates in **mid-September**. A detailed announcement will be provided in our Applications Update Digest and posted under Announcements in Western Online **when the updates become available**. Learn more on [D2L's Website](#). (Those of specific interest to faculty and instructors are *Virtual Assistant Rename*, *Ability to Attach Rubrics to Written Response Exam Questions*, and *Improved Quiz Evaluation Experience*)

- **Webinar Registration System Change** - Due to system failure we have changed our location and process for webinar registration. View current offerings and register at: <http://www.wiu.edu/otl/events>
 - **Online Student Resources Site** - If you have not, please share the following with your online students through your online courses and syllabi, [wiu.edu/onlineresources/](http://www.wiu.edu/onlineresources/)
 - **Online Learning Journal (OLJ)**'s September Issue focuses solely on Online Learning in the Age of AI. There are 10 different articles provided. Access the full Issue <https://olj.onlinelearningconsortium.org/index.php/olj>
- Administrative Information Management Systems (Stacie Hunt)
 - Nothing Additional
- Web Services (Jeremy Merritt)
 - Reorganization of WIU-QC website content over next few months
 - In early stages of working with digital marketing partner Carnegie to review and improve search engine optimization (SEO) and user experience on high-profile web pages
 - National Cybersecurity Awareness Month in October, watch for information via announcement emails, website and social media. Please share with others in your area.
- Center for the Application of Information Technologies (CAIT) (Paul Sweet - pr-sweet@wiu.edu)
 - Reminder: CAIT's services available to campus for technical needs on grants (<http://www.cait.org>)
 - Web Development
 - Data Tracking System Development
 - Custom Learning Management and other eLearning Solutions
- Digital Spaces (Ian Szechowycz)
 - No updates

Open discussion or new business

- Incident/outage dashboard (including option to receive notices via email): http://www.wiu.edu/university_technology/status/index.php
- Other new business
 - No new business

Next meeting

- October 9, 2024, 3:00 PM / 15:00

Meeting adjourned at 3:58 pm / 15:58