# University Technology Advisory Group (uTAG) Meeting Agenda

Wednesday, November 13, 2024 • 3:00 PM / 15:00

**Attendance**

| | | | | | |
|---|---|---|---|---|---|
| Athena Brooks | Khaing Saw | Katy Valentin | Megan Owens | CBT has no tech rep | Jeffrey Calhoun |
| Linda Prosise | Isaac Hunter Dunlap | Public Safety not filled as they have a tech rep | Bridget Sheng | CITR has no tech rep | Dawn Sweet |
| Ketra Roselieb | Rachael Beaudry | Nicholas Katz | Rebel Mickelson | Chad Sperry | Thomas Oliver Rosner |
| Holly Sutton | Dana VanBebber | Benjamin Beach | Charles Chadwell | Peter McMeekan | |
| Curtis Williams | Dennis DeVolder | Sonya Hicks | Nicholas Miguel | Jason Kubis | |
| Il-Seop Shin | Cassandra Standberry | Matt McConnell | Michelle Simmons | Stacie Hunt | |
| Walt McGath | Justin Griffith | Liguo Song | Michael Lorenzen | Paul Sweet | |
| Alisha Looney | Alexander Grosstephan | Beth Hansen | Fac Senate QC_2026 | Ian Szechowycz | |
| Keith Boeckelman | Joe Roselieb | Yeongkwun Kim | James McQuillan | CIO vacant | |
| Craig Conrad | Christopher Pynes | George Mangalaraj | Harrison Dehnert | Dan Romano | |
| Lorette Oden | Will Thomas | Leaunda Hemphill | Patty Mason | Robert Emmert | |
| Rashmi Sharma | Rita Moore | Curtis Simonson | Stephen Druse | Jeremy Merritt | |

Guest: Amelia Hartnett

**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**
- 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: October 09, 2024**

**Meeting started at 3:00 PM / 15:00**

**Agenda**

1. uTAG Coordinator (Stacie Hunt)
   - Welcome
2. CIO update (Stacie Hunt)
   - No new updates
3. IT Governance (ITG) update (Stacie Hunt)
   - No updates
4. ERP implementation – (Stacie Hunt)
   - As a reminder, the timeline for the ERP implementation of Ellucian Colleague has been extended by 12 months. We have started to receive the revised timeline and consultant engagements for the Financial, HR/Payroll and Student modules.
   - The Colleague Finance - Accounts Payable and Purchasing module will go live on 1/2/2025. We plan to hold training sessions on Tuesday, November 19th, Thursday, November 21st and Friday, November 22nd in Stipes 331. There is a Zoom option for the Quad Cities Campus on Wednesday, November 20th. Additional information can be found in the weekly Announcements.
5. University Technology updates
   - Networking, Data Center, and Information Security (Dan Romano)
     - Wagoner is being migrated to VoIP phones
     - Moving to a new server environment and networking in the data center, servers are being migrated. Server team will work with server owners for a migration time or move them in the Friday night maintenance window
     - Will be updating our SSO page soon (auth.wiu.edu) used to log in to most things, gmail, WO, etc
   - QC Technology (Jeff Calhoun)
     - Fallout of staff reductions - slower response, please submit issues through the support center email or phone number.

- ■ Plans for holiday break - shift newer computers out of Building A and B classroom podiums into instructional spaces in the QC buildings remaining open.
  - ○ User Support Services (Robert Emmert)
    - ■ Windows 11 Update, https://www.wiu.edu/windows11/
  - ○ Business Applications (Robert Emmert)
    - ■ Cybersecurity Awareness Training
  - ○ Online Teaching and Learning (Dawn Sweet)
    - ■ University Technology will apply the solution to extend the Spring 2025 and Fall 2025 end dates to 7 days after the official end of the semester on **November 22, 2024**. Remember, you will need to set any Fall course end dates that you want to extend beyond the actual semester end manually, and you will need to check any Spring 2025, Summer 2025, or Fall 2025 courses that you may have previously changed to ensure that they are correct, or edit accordingly.
      **Instructions for checking and manually updating your Course End date are provided below:**
      1. Find the course in your **My Courses** widget on the system home page.
      2. Hover over the course, click the more actions icon (3 little dots), and choose **Course Offering Information**.
      3. Place a check next to **Course has end date**.
      4. Click the **Select Date** calendar icon and choose a new date.
      5. Use the drop-down menus to change the dates and times.
      6. Click **Save**.
    - ■ **BPTO Registration for Spring 2025** which will start on February 3rd is open. An announcement will be going out on December 2nd. Any faculty interested in registering may do so at https://www.wiu.edu/otl/bpto.
    - ■ We will be offering our **End of Semester Checklist Webinar** through the next two weeks. We also have a self-guided version of the **End of Semester Checklist** that will be available. Please join us as you wrap-up your Fall 2024 courses!
      http://www.wiu.edu/otl/events
  - ○ Administrative Information Management Systems (Stacie Hunt)
    - ■ No additional updates
  - ○ Web Services (Jeremy Merritt)
    - ■ No additional updates
  - ○ CAIT (Paul Sweet)
    - ■ No new or noteworthy updates this month
  - ○ 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
  - nothing

**Next meeting**
- February 19, 2025, 3:00 PM / 15:00

**Meeting adjourned at 3:20 PM / 15:20**