

Campus Technology Committee (CTC)

November 29, 2021

Minutes

Meeting held via Zoom

Present: Wes Lloyd, Chris Knaus, Bill Fritz, Julie Masura, Stephen Rondeau, Sean Schmidt, Forrest Tyree, Jenny Xiao, Ana Marie Alameda, Patrick Pow.

Absent: Andrea Coker-Anderson, Susan Wagshul-Golden, Ken Cruz, Haluk Demirkan, Darcy Janzen, Jim Thatcher, Jaime Mason.

*Due to time, agenda item 3 was not discussed.

1. Updates

1.1 Renovation and Construction Completion Schedules

- A) SNO (Winter Quarter). They developed furniture for CEI before Thanksgiving.
- B) WCG Engineering Labs (Fall and Winter Quarter), SET is using one of the labs in Fall Quarter.
- C) Milgard Hall (January 2023)
- D) CP-108 (offline for renovation in Winter Quarter)
- E) CP-106 (offline for renovation in Spring Quarter)

1.2 IT has informed Faculty Assembly Executive Council that Media Services will replace wireless microphone batteries regularly.

1.3 IT has contacted the employees who those have bought UW equipment for home use during the pandemic to bring the equipment to IT Helpdesk for inventory and security updates.

1.4 Campus Web Site has been migrated from Drupal 7 to Drupal 8 in the past two year. Now we have to migrate again to Drupal 9

1.5 Recent Power Outage Lesson Learned

Most people did not know that we have had two power outages recently. The first one was on November 15 for three and a half hours. The campus had to suspended operation for the rest of that day. The Data Center was connected to the campus backup generator so it was down only momentarily. Julie reported that in Environmental Sciences, they lost three minus 80 freezers and they had some problems with the backup generator and then coming back online, resulting in to some problems impacting some serious research archives. Jenny then mentioned that students would connect through VPN to use such software as SPSS, which would be affected by the power outage as well. Stephen reported that his labs were not being affected by this power outage.

What people didn't know was that several IT team members were working along with Seattle UWIT folks throughout the night to bring the network back. We had a big hit that 19 network devices including twelve network switches were broken. Seattle colleagues brought five new network switches around 4:00am to replace the deal ones. By 4:30am, three to four buildings with many classrooms and offices still has no network connection. Patrick worked with Campus Executive to decide right before 5:00am that the Campus will open as usual o November 16. Patrick took the responsibility and the risks if some network switches were not up and running. Thankfully everything was up and running by 7:10am no November 16.

There was another unexpected power outage (for six minutes) on Thanksgiving Day (11/25). So individual IT team members came back to check the classrooms that day. The entire Media Services team also came in early on Monday morning to make sure all the classroom media were working properly. Julie is unaware of any problems regarding this outage.

1.6 Center for Urban Waters Network Connection Has Been Upgraded

Since several Civic Engineering faculty members have their offices in CUW, IT has been requested to upgrade the network speed. Patrick is pleased to report that he was able to negotiate with the ISP to increase from Center for Urban Waters contract of 50/8 to 250/10 (down and up streams). For the time being, it is not necessary to pay more to further increase the network speed. IT will monitor the situation. Patrick received a quote to expand CUW to have synchronous fiber. However, it will be quite expensive for the initial construction and also the monthly fees as well.

1.7 Training for Moderators and Panelists of In-Person and Hybrid events in WPH

IT proposed that we have to train all the event moderators and the panelists on how to use microphones and other equipment in WPH. From now on, The Chancellor will not only have her own Update Event (previously called Townhall) for the campus, she will invite other units/ members to host Townhall meetings for the campus. So IT wants to make sure all the Event Moderators and Presenters are well prepared for the meetings. Recently many of the events in WPH are hybrid, with a live audience and also al ive live streams for people to watch and ask questions remotely. Therefore, it created a lot of work for IT to provide at least two technicians to run each of the events. Jenny brought up a question if faculty are using hybrid model in the classroom. Patrick replied that no many, but a few faculty members would ask for help for students to connect to their classes remotely. As the Chair of APCC, Julie brought up a clarification that what we discussed here is hyflex, not hybrid. Julie further emphasized that Administration and Faculty Assembly do not encourage the hyflex model of teaching at UW.

1.8 Husky Card for Building Access

IT will be working with RFI, door access card vendor, to hopefully change from the current way of freeing enter all the exterior building entrances to accessing only by Husky cards.

Julie mentioned it is not convenient to not be able to enter from some of the entrances, but understood that it is up to Campus Safety and Security to decide how they can secure the campus. Patrick informed the Committee that Facilities are in the process of replacing more door access from the old door access system to the new OnGuard system. The vendor told Patrick that it is difficult to deliver all the new door access equipment because of supply chain issue. Ana Marie indicated that it is challenging to program the student Husky cards as more students are registering daily in the beginning of the Quarter. Bill then reported that IT will be working with the vendor to make sure the Husky cards can be up to date within 24 hours. Jenny asked if all the students can have access to all the buildings, as they need study spaces. Patrick and Bill will work with RFI on getting all the UW Tacoma students to access all the buildings, subject to the approval of Campus Safety and Security.

1.9 Voice Control of Classroom Equipment

Patrick showed a video, demonstrating the use of Alexa voice control to turn on and off all the classroom equipment, including instructor computer, blue ray player, document camera and more. Julie is interested in piloting this method in SCI-209. IT Media Services will contact her to set up this pilot. Stephen reminded us there are various privacy issues with Echo Alexa. Patrick thanked Stephen for his comments and will make sure the IT Programmer will reconfigure Alexa to turn off all the recording features.

2. Qualitative Software Survey

Julie and Jenny have conducted this survey to ask for faculty input. The closing date is not until November 30, so they would only give a preliminary report. They sent out the survey on November 15 and opened it for two weeks. They have made the survey short and asked only a few questions. For the time being, there have been 20 responses. They showed us the result that so far, NVivo is the top choice for most respondents, and it is also the software needs most support from IT. They also asked about Grammarly. In addition, they provided us with a list of comments and questions from individual respondents. Patrick asked Jenny and Julie to discuss the final result in our future meeting. Julie indicated their survey might not have hit all the target users yet. She then encouraged CTC members to resend the survey to faculty in their Schools, even after the survey is closed.

3. IT Accessibility Resources Web Page (<https://www.tacoma.uw.edu/it/accessibility>)

4. Other Business

Patrick informed the members that there will be no meeting in December. Patrick has hired an Assistant, Ralph Bane. Ralph will contact CTC members and check their calendars to schedule meetings for Winter Quarter.

Meeting adjourned at 12:02 pm.