

Campus Technology Committee (CTC)

January 21, 2025

Minutes

Meeting held via Zoom

Present: Darcy Janzen, Ana Marie Almeda, Patrick Pow, Ralph Bane, Bill Fritz, Y Jenny Xiao, Kevin Muzzy, Alireza Bolori, Megan Toothaker, Christopher Knauss, Wes Lloyd, Andrea Coker Anderson, Paul Lovelady, Sean Schmidt, Julie Masura
Absent: Susan Wagshul-Golden, Michelle Miller, Jaime Mason, Susan Palmer

1. Updates and Discussion

1.1 From the December meeting

1.1.1 We announced the recent change from UW Wi-Fi to Eduroam or Anyroam.

1.1.2 The Google Drive Discussion emphasized that you may have to start paying for storage space if you need to store large amounts of data.

1.2 SPSS Licenses – the question has been asked in previous years and we are asking it again now: how many are still using this software? This is important due to budget constraints. Please poll your schools and units. SPSS is in several places, such as SCI 111, which has 60 licenses. Several CTC faculty members commented that many faculty use SPSS for research. SPSS is embedded into one of the required classes for a Psychology major. Two classrooms equipped with SPSS per quarter for that Psychology major alone are needed, so that we have enough options for students who need this course to graduate. We should keep the campus license, which seems to be our consensus, but please ask your schools and report back.

1.3 Adobe Acrobat Licenses. An overview of the current state was provided. There are three methods of using Adobe at the university: Method number 1: All users have access to Adobe Reader. Adobe Reader is included with the standard install when IT sets up a computer for you. This allows you to read, save and print PDFs. Method number 2: In very unique situations, some users may require one of the tools in the Adobe Creative Cloud Suite. For most users who temporarily need access to a product in the Adobe Creative Cloud Suite, we encourage them to use the [Remote lab](#) where the full range of software in the Adobe Creative Cloud Suite is available to them. Method number 3: Purchase a license to Adobe Acrobat. This could be an annual license or a perpetual license. Selected perpetual licenses have been provided, by request, to certain units. As an example, IAS was provided a group of perpetual licenses with Adobe Acrobat Pro 2020. These are older, don't have the latest updates like the annual licenses, but they are still useful. The Annual subscription license is more expensive. The proposal is to expand to more units across campus the less costly perpetual licenses. Please go back to your units and determine if there is significant interest in having more perpetual licenses. Why is this being requested now? We are looking

holistically at tools to help users comply with accessibility requirements and Adobe has some of these tools built in that could help with this. Adobe is not the only solution, but it is being considered along with others. In collaboration with others, we are planning to submit a budget request to support Accessibility and Adobe could be a part of this. Two CTC faculty members did not know they could request Adobe software and were paying for this with their own money. If needed, please contact tachhelp@uw.edu for assistance.

1.4 Read AI is not recommended for UW implementation.

1.4.1 If you subscribed to Read AI please reconsider. On Tuesday, January 21, UW-IT blocked Read AI due to data privacy and security concerns. Read AI is a product that joins and records meetings to generate a meeting summary and other information about the meeting. On January 21, UW-IT:

- Designated Read AI as "unsanctioned" in Microsoft Cloud App Security.
- Blocked Read AI's Teams and Outlook apps.
- Disabled Read AI's Entra Application.

1.5 Changes for Zoom were discussed. This is particularly important if you log into Zoom in a public classroom. If you log on to a public space computer and don't log off your id will remain there for 30 days. Please note the following:

1.5.1 Effective **January 2, 2025**, the login duration for UW Zoom will be extended from **12 hours to 30 days**. With an extended login duration, remembering to sign out of Zoom becomes more important.

1.5.2 **Signing Out from Zoom Desktop and Mobile App**

With this change, the Zoom desktop and mobile app will remain logged in for 30 days. Quitting the Zoom desktop and mobile app will not log you out of Zoom. To log out of Zoom within the 30-day login session, click your profile photo in the top-right corner, then click Sign out. Be sure to also sign out of UW Zoom on the browser. [Learn more about UW NetID sign out.](#)

1.5.3 **Signing Out from Zoom Browser Session**

UW Zoom browser sessions will also remain logged in for up to 30 days. In many situations, you can sign out of the browser simply by exiting your web browser. However, some browsers use a "continue where I left off" or similar setting to keep you signed in, even if you exit your browser. To be confident you are signed out, [clear your browser's cookies](#).

2. STFC – Sean Schmidt reported that they are up and running and proposals are due soon.

3. Accessibility Related Support for faculty (Jenny Xiao)

CTC member Professor Xiao led a discussion around the real challenges of accessibility-related support for faculty at the Tacoma campus when a student requests accommodation related to software that is required for the completion of a degree offered by a unit. There are real impacts on student engagement and retention. For faculty that have never dealt with software accessibility, this is a concern. CTC Faculty members felt unprepared to support the student in one anecdotal experience. CTC member Darcy Janzen expressed appreciation for this feedback and plans to share it during tri-campus discussions. As all are aware, we have until April 2026 to be in compliance with the new requirements. The

amount of work that needs to be done by April 2026 is enormous. Patrick will also highlight the concerns and perspectives shared today during tri-campus meetings on this topic. This resource was shared by a CTC Faculty member: [Information on UWT's Accessibility Courses](#).

4. UW Tacoma Data Governance. Due to confidentiality, some of this has been siloed in the past. CTC member Registrar Coker Anderson indicates that we are in the beginning stages of this process. There is a need for smaller work groups to assist with this larger effort around Data Governance. As a recent example, Slate for Student Success needs smaller working groups to address and respond to the needs that are being identified with data governance issues of the Slate implementation here on the Tacoma Campus. The Student Information System that was built in 1983 needs to be updated. The [Academic Services Board](#) of the I&T Governance Group that Registrar Coker Anderson is a part of is engaged in a discovery process regarding the Student Information System in current state. Academic courses will be subject to data privacy security. As CTC members, please share with the campus what is being learned at the tri-campus level about data security and privacy.
 - 4.1 Our Institutional Research Unit and the Registrar have recently coordinated to form a data governance group for UW Tacoma under the UW I & T Governance Board. The [link](#) of the current members of UW Tacoma Data Governance Team is for your reference. If you feel others from your unit should be added, please let that be known.
5. Tri-campus I & T Enterprise Technology Board Update – If you store large amounts of data in Google you may have to pay for it and share with colleagues outside of the university in a more structured way. Google is likely not going away anytime soon. In Seattle some colleges are mostly using Google. The UWT campus is using Office 365 for administrative purposes and student governance.
 - 5.1 Office 365 Recommendation

Recent Changes to UW Google contract have focused attention on the differences in the two collaborative service suites, UW google and UW Office 365. Recommendations include – (a) reducing our reliance in the UW Google service by working to increase departmental adoption of UW Office 365; and (b) acknowledging full retirement of UW Google may not be possible for some time, if ever, given the advantages it currently has over UW Office 365 (better integration with academic tools, external file sharing, etc.)
 - 5.2 M365 Copilot Recommendation and Timeline – UW has not yet been successful in negotiating with Microsoft an acceptable contract for CoPilot. Feedback from the 200 people involved in the pilot project has been mixed. Given those factors, the recommendation will likely be as follows:
 - 5.2.1 Advance M365 Copilot deployment via a pay-to-play model among self-selected/targeted users - \$38 per month. If you want it, this will not be ready until late March 2025. This will be prorated for the remaining months of the fiscal year until June 30, 2025. Then, with the new fiscal year starting July 1, 2025, you would then pay for the new year (July 2025 – June 2026).
 - 5.2.2 Inform potential purchases of Copilots value proposition and improve value by adopting a time-limited proration on licensing costs through standard UW-IT licensing process.
 - 5.2.3 Support user adoption with M365 Copilot help resources and learning opportunities with lightweight operational support.

5.2.4 Implementing Varonis for data protection is required ahead of our ability to deploy M365 Copilot. This involves Protected Health Information (PHI), having the vendor sign a Business Associates Agreement and our ability to continue to mature security, privacy and data governance controls. There is a desire by some to use data across the university with CoPilot. The concern that comes up with that request is potential data oversharing. Varonis should be in place by late March 2025, thereby allowing users to subscribe to CoPilot. With the above factors in mind, CoPilot will not be a part of our standard deployment of Microsoft 365 at this point. ChatGPT is not protected, and the ChatGPT company will not sign a data privacy agreement with UW, so please discuss with Purchasing before you buy ChatGPT and understand that your data is unprotected.

6. Tri-campus I & T ADA Digital Accessibility Board Update. This board endorses and is submitting for review the following framework:

6.1 Substantial Compliance by April 2026 is the aim. Substantial compliance is defined as:

6.1.1 Implementing the policy, practices, and procedures that reduce the development and deployment of less-than-compliant digital assets

6.1.2 Remediation of high-traffic and high-impact digital assets

- UW.edu/ Washington.edu
- Online Courses and Course Materials – huge work and training needed. What is meant by this is actually any course with digital content.
- Student / public service systems – anything that involves public meetings or access. Many Student meetings and Faculty meetings are public meetings and, because of that, are public records.

6.2 Procurement Services to provide a letter to vendors to tell them that they are required to submit an Accessibility Conformance Report (AVR). If you use a ProCard or even your own money to subscribe to something for UW work, these purchases must comply with the new accessibility requirement. 13,000 vendors have a relationship with UW. Media Services CTC member Paul Lovelady reported that all types of Media are included. Canvas recordings, library content, Panopto content, etc. They have one month to get suggestions turned in. We have student workers assisting with some accessibility-related work. Seattle would supplement this in the past.

6.2.1 Cite DOJ & DHHS compliance requirements

6.2.2 Partnership Impact

6.2.3 Vendor Requirements

- Create an Accessibility Conformance Report (AVR) for each product or service
- Create a roadmap for resolution of non-compliance
- Procurement Services Supplies Website

7. Our next meeting will be on 2/25/25 at 10:00 am. The meeting was adjourned.