Campus Technology Committee (CTC)
January 8, 2020
Minutes


Absent: Andrea Coker-Anderson, Haluk Demirkan

Guest: Chris Fuentes

1. Updates

1.1. Classroom Renovation Update

Patrick reported facilities and space planning determined rooms for renovation. Joy 109, Joy 210 and Joy 211 will receive AV upgrades only. As a result of renovation, WCG 322 will be unavailable from May 4-July 10.

1.2. STFC Update

John reported STFC will consider special allocation requests at its upcoming meeting. He stated it may take 1-2 meetings to review all requests. The committee has asked for proposals regarding how funds should be spent.

2. New Security Cameras

Susan started by showing members an administrative directive drafted in 2013-14 mainly concerning surveillance in parking areas. She indicated this could be a good starting point for creating policies/guidelines concerning new cameras. Also, she mentioned a video/camera request form from Colorado State University that included an approval process she thought could be useful for drafting a UWT version. Forrest added the subcommittee determined that CTC should be an approval body and does not themselves decide where cameras should be installed. Susan reemphasized that cameras are a passive system and not watched live. Several members brought up concerns regarding cameras in and around research locations. Susan suggested following up with UW Seattle to see how they handle cameras outside of research facilities. The subcommittee plans to meet again to draft documents and bring back to the larger committee.

3. Instructional Continuity Guide
Patrick reported the recommendation to move the Instructional Continuity Guide information on the “Required & Suggested Syllabi Services Statements” webpage from the ‘Policies and Expectations’ section to the ‘Resources for Faculty’ section. Also, Darcy did extensive work to the Instructional Continuity Guide – adding information from UWS and UWB as well as best practices from other institutions. Darcy highlighted the need to create learning labs for faculty who may be unfamiliar with some of the resources available. The new Instructional Continuity Guide was approved to go live in its current form, as inclement weather is currently being forecast for the area. The Instructional Continuity subcommittee agreed to draft a brief statement directing students to communicate with their instructor when disruptions occur.

4. **Proposal to add resources to Academic Innovation**

   Uba and Darcy communicated over the break to finalize a draft of the letter Uba originally created. Uba will share the letter with Patrick to distribute to committee members for feedback.

5. **Portfolium Presentation**

   Chris Fuentes, IT Project Manager, presented a PPT about Portfolium, an online portfolio where students can showcase their work/skills publicly. Patrick mentioned that STFC has been funding Portfolium. In the past, when students left the university, they did not maintain access to their work. Portfolium allows students access for life with their UW ID. Chris reviewed the features of Portfolium, such as the ability to tag skills learned, showcase projects/works, and include details about interests or hobbies. Furthermore, the original format is maintained in Portfolium when uploading work, and there is unlimited storage. Portfolium allows students to connect with future employers, faculty and other students. At UWT, all students have access to Portfolium. Currently there are 1,700 students in Portfolium, and UWT alumni can also join. Members discussed data security and asked how companies connect with students. Bill stated there is a data security agreement with Portfolium to keep our information separate from third parties as well as clauses that allow for UWT to request deletion of data. Chris concluded by stating Portfolium is being promoted through computer literacy events and he encourages students to utilize the service.

6. **Potential Discussion Topics for Future Meetings**

   No topics were brought up at this time.

7. **Any Other Business**

   No other business was discussed.

Meeting adjourned at 12:00 pm.